

AGENDA

SAGINAW COUNTY

BOARD OF COMMISSIONERS

Tuesday, December 14, 2021 - 5:00 p.m.

Saginaw County Governmental Center
111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Carl E. Ruth – Chair, Sheldon Matthews – Vice-Chair
Christopher S. Boyd, Carol E. Ewing, Kyle R. Harris, Dennis H. Krafft
Gerald D. Little, Jack B. Tany, James G. Theisen, Michael A. Webster, Cynthia M. Winiecke

I. OPENING PROCEDURE

- a. Call to Order
- b. Roll Call
- c. Invocation by **Commissioner Sheldon Matthews**
- d. Pledge of Allegiance
- e. Correcting / Approving the Minutes of the November 16, 2021 Board Session and November 9, 2021 Committee of the Whole (*Distributed prior to the Board Session*)

II. PUBLIC PARTICIPATIONPage 1

- a. Public Hearings
- b. Audiences
- c. Laudatory Resolutions

III. PETITIONS AND COMMUNICATIONSPage 3

IV. COMMISSIONERS' INITIATORY MOTIONS

V. REPORTS OF COMMITTEES Page 5

Committee Reports

- | | |
|---------------------------|----------------------------------|
| 1) Human Services | 5) Labor Relations |
| 2) Courts & Public Safety | 6) Executive Committee |
| 3) County Services | 7) Legislative Committee |
| 4) Budget/Audit | 8) Intergovernmental Cooperation |
| | 9) Committee Compensation |

VI. RESOLUTIONS Page 37

VII. CLOSING PROCEDURE Page 43

- a.
 - 1) Unfinished Business
 - 2) Proclamations
 - 3) Appointments and Elections
- b. Announcements by the Chair
- c. Commissioner Audiences
- d. Adjournment

II. PUBLIC PARTICIPATION (12-14-2021)

a. **Public Hearing –**

b. **Audiences – None**

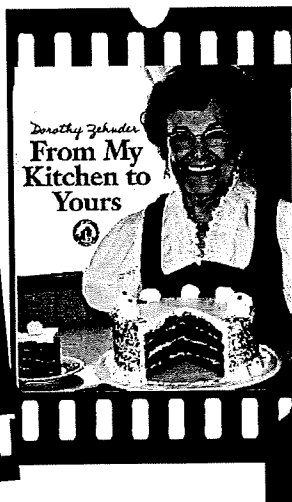
(See Addendum on Tuesday, December 14, 2021 for additions, if any)

c. **Laudatories –**

- Certificate of Recognition to Dorothy Zehnder on her 100th Birthday

Certificate of Recognition

**100 YEARS
1200 MONTHS
36,524 DAYS
876,581 HOURS
52,594,876 MINUTES
3,155,692,599 SECONDS
OF BEING AWESOME**



Happy Birthday
Dorothy Zehnder!



Do what you love, and you'll never work another day in your life.

Dorothy Zehnder started serving customers with her sister when she was 16 at Fischer's Hotel - and has no intention of stopping at the age of 100! She had no idea that when she started as a waitress back then that she would eventually own the very restaurant where she worked. Eventually, Dorothy and her husband, William "Tiny" Zehnder, Jr., would purchase Fischer's Hotel, rename it Bavarian Inn, hire a German architect from Chicago to redesign it with Bavarian motif and transform it as one of the state's most popular tourist destinations.

Hard work came naturally to Dorothy, raised as a farm girl in Reese in a household where German was spoken. Dorothy and her sister travelled to Frankenmuth and applied for a job at Fischer's Hotel where Dorothy met her future husband - Tiny Zehnder. His parents owned Zehnder's Restaurant.

Dorothy has always had a passion for cooking and teaching others and continues to in the kitchen inspiring the team to make sure that the quality of their food products is second to none. Her motto is "If you don't feel well, go to work and pretty soon you'll feel better."

Dorothy's personal style is a blend of grandmotherly warmth and focused professionalism. She knows every employee by name and is always checking things when she's in the kitchen. One employee describes her as a patient but persistent leader with a great sense of humor and a short-sleeve management style. Plus she rolls up her sleeves and digs in! Dorothy has personally developed most of the recipes used in the restaurant and has taught thousands of employees the correct method to prepare all of the food that is served in the twelve dining rooms that seat 1200 guests. Her mother, Hedwig Hecht, is credited with passing on her German cooking and baking talents.

The Saginaw County Board of Commissioners does hereby extend this Certificate of Recognition to Dorothy Zehnder. She is part of a team that worked side by side to develop the Bavarian Inn to what it is today. Dorothy is a legend and one of a kind. We congratulate her on her 100th birthday along with our best wishes for many more happy, productive years in the future.

Sincerely,
Saginaw County
Board of Commissioners

Carl E. Ruth
Chairman, District #10

Adopted: December 14, 2021

Presented: November 30, 2021

Dennis H. Krafft
Commissioner, District #8



Christopher S. Boyd, Carol E. Ewing

Gerald D. Little, Sheldon Matthews, Carl E. Ruth, Jack B. Tany, James G. Theisen

Michael A. Webster, Cynthia M. Winiecke

Kyle R. Harris, Dennis H. Krafft

III. PETITIONS AND COMMUNICATIONS (12-14-2021)

12-14-1 HEALTH DEPARTMENT submitting the names of Gene Nuckolls, Calvin Williams, Charles Mueller, MD, Stephanie Duggan, MD for reappointment to the Board of Health for terms to expire December 31, 2024.

-- Election

12-14-2 SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY submitting its Annual Update pursuant to agreement.

-- Human Services (*Receive & File*)

12-14-3 HEALTH DEPARTMENT providing information and presentation on: (1) placement of a mural on the south end of the Public Health building as part of a community grant for substance abuse disorders, and (2) an Affiliation Agreement between the Saginaw County Health Department and Central Michigan University – College of Medicine.

-- Human Services (**12-14-1.1/12-14-1.2**)

12-14-4 COMMUNITY CORRECTIONS requesting discussion on transitioning Saginaw County away from providing tether services directly to defendants.

-- Courts & Public Safety (*Postponed to January Courts & Public Safety Committee*)

12-14-5 PUBLIC WORKS requesting approval of the Apportionment of Operational Costs and accepting the FY 2022 Budget of the Saginaw Area Storm Water Authority (SASWA).

-- County Services (**Res. B**)

12-14-6 PARKS & RECREATION requesting approval to utilize \$475,000 in fund balance in FY 2022 to complete the installation of a splashpad, playground, and amenities at Haithco Recreation Area.

-- County Services (**12-14-3.1**)

12-14-7 PARKS & RECREATION submitting its recently completed *ADA Transition Plan Update* for the Saginaw County Parks facilities and programs. (*Complete copy on file in the Board Office and Parks & Recreation*).

-- County Services (*Receive & File*)

12-14-8 STATE TAX COMMISSION submitting a resolution from the City of Frankenmuth requesting revocation of the real property component of Industrial Facilities Exemption Certificate No. 2020-019 issued to Frankenmuth Woolen Mill, 570 S. Main St., Frankenmuth, MI.

-- County Services (*Receive & File*)

12-14-9 COUNTY TREASURER requesting approval to reconfigure the cashier area to accommodate the new Tyler cashier drawers and computers in the approximate amount of \$11,600 by utilizing FY 2021/FY 2022 funds under account #245-44400-93100 (\$8,000) with the remainder from the Public Improvement Fund.

-- Budget/Audit (**12-14-4.2**)

12-14-10 COMMISSION ON AGING requesting an increase to the Foster Grandparent Program budget (238-67235) to accommodate unspent federal grant funds permitted to roll over FY 2022 in the amount of \$65,000; and to transfer funds in the amount of \$4,750 from Community Promotion to Special Events to make it easier to monitor and track expenses.

-- Budget/Audit (**12-14-4.3**)

12-14-11 COMMISSION ON AGING requesting utilization of \$21,500 from fund balance to enter into a Professional Service Agreement with WTA Architects for a Building Assessment and Concept Design for the main building and Marie Davis Senior Center.

-- Budget/Audit (**12-14-4.4**)

12-14-12 PERSONNEL DIRECTOR submitting the December 2021 Employment Status Report covering labor statistics for the month of November 2021.

-- Labor Relations (*Receive & File*)

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12-14-13 PERSONNEL DIRECTOR submitting proposed changes to County Policy #343 – “Employee Insurance” and County Policy #346 – “Retirement” to reflect the healthcare changes recommended by the Union/Management Committee and approved by the Board of Commissioners in November 2021 for non-union employees.

-- Labor Relations **(12-14-5.1)**

12-14-14 PERSONNEL DIRECTOR providing information for discussion on possible revisions to County Policy #325 – “Drug-Free Workplace.”

-- Labor Relations **(12-14-5.2)**

12-14-15 PERSONNEL DIRECTOR providing information on the Occupational Safety and Health Administration (OSHA) Emergency Temporary Standard related to requiring either COVID vaccination or testing for employers with 100 or more employees.

-- Labor Relations *(Receive & File)*

12-14-16 COUNTY TREASURER requesting approval to establish a PCN and create a new position of Account Specialist II in the Treasurer’s Office dedicated to handling the Principal Residence Exemption program.

-- Labor Relations **(12-14-5.3)**

12-14-17 CIVIL/LABOR COUNSEL submitting for approval a Memorandum of Understanding between Saginaw County and TPOAM regarding District Court employees working out of classification.

-- Labor Relations **(12-14-5.4)**

12-14-18 CIVIL/LABOR COUNSEL submitting for approval two Memorandums of Understanding between Saginaw County and COAM (Sergeants)/POAM (Deputies) regarding the move to a high deductible health plan and opt out of PA 152.

-- Labor Relations **(12-14-5.5)**

12-14-19 TREASURER/CONTROLLER sending the electronic transactions and voucher payments transmittal form for the month of September 2021.

-- Budget/Audit **(12-14-4.1)**

12-14-20 TREASURER/CONTROLLER sending the electronic transactions and voucher payments transmittal form for the month of October 2021.

-- Budget/Audit **(12-14-4.1)**

12-14-21 TREASURER/CONTROLLER sending the electronic transactions and voucher payments transmittal form for the month of November 2021.

-- Budget/Audit **(12-14-4.1)**

12-14-22 CONTROLLER/CAO submitting budget adjustments approved by the Controller as well as grants accepted on behalf of the County for July 1, 2021 through September 30, 2021.

-- Budget/Audit *(Receive & File)*

V. REPORTS OF COMMITTEES (12-14-2021)

1. Human Services Committee – J. Theisen, Chair; M. Webster, Vice-Chair

- 1.1) **HEALTH DEPARTMENT**, re: Approval of a mural on the south end of the Public Health building as part of a community grant for substance abuse disorders
- 1.2) **HEALTH DEPARTMENT**, re: Approval of an Affiliation Agreement with Central Michigan University – College of Medicine

2. Courts and Public Safety Committee – S. Matthews, Chair; C. Boyd, Vice-Chair

None

3. County Services Committee – M. Webster, Chair; D. Krafft, Vice-Chair

- 3.1) **PARKS & RECREATION**, re: Approval to utilize \$475,000 in fund balance in FY 2022 to complete the installation of a splashpad, playground and amenities at Haithco Recreation Area

4. Budget Audit Committee – D. Krafft, Chair; C. Boyd, Vice-Chair

- 4.1) **TREASURER/CONTROLLER**, re: Approval of electronic transactions and voucher payments for the months of September, October and November 2021
- 4.2) **TREASURER**, re: Approval to reconfigure the cashier area to accommodate new Tyler cashier drawers and computers for \$12,000 by using \$8,000 from Acct. No. 245-44400-93100 with the remainder from the Public Improvement Fund
- 4.3) **COMMISSION ON AGING**, re: Approval of an increase to the Foster Grandparent Program budget to accommodate unspent federal grant funds permitted to roll over FY 2022 in the amount of \$65,000; and to transfer funds in the amount of \$4,750 from Community Promotion to Special Events
- 4.4) **COMMISSION ON AGING**, re: Approval to utilize \$21,500 in fund balance to enter into a Professional Service Agreement with WTA Architects for a Building Assessment and Concept Design for the main building and Marie Davis Center
- 4.5) **CONTROLLER/CAO**, re: Approval to compensate those county employees 65 and older by offering \$500 in lieu of the \$500 HSA contribution, with the additional 7.65% FICA portion to be covered by the County and effective January 1, 2022
- 4.6) **CONTROLLER/CAO**, re: Approval to extend the \$500 COVID vaccination incentive payment to those who attempted to become fully vaccinated by the October 31, 2021 deadline but were informed by a medical professional they should not receive the second dose

5. Labor Relations Committee – M. Webster, Chair; K. Harris, Vice-Chair

- 5.1) **PERSONNEL DIRECTOR**, re: Approval of changes to County Policy #343 "Employee Insurance" and County Policy #346 "Retirement" to reflect healthcare changes
- 5.2) **PERSONNEL DIRECTOR**, re: Approval to amend County Policy #325 "Drug-Free Workplace" to allow for reapplication after thirty (30) days of disqualification
- 5.3) **TREASURER**, re: Approval to establish a PCN and create a new position of Account Specialist II dedicated to handling the Principal Residence Exemption program
- 5.4) **CIVIL COUNSEL/LABOR SPECIALIST**, re: Approval of a Memorandum of Understanding between Saginaw County and TPOAM regarding District Court employees working out of classification

Page 2 – Reports of Committees (12-14-2021)

- 5.5) **CIVIL COUNSEL/LABOR SPECIALIST**, re: Approval of two Memorandums of Understanding between Saginaw County and COAM (Sergeants) / POAM (Deputies) regarding the move to a high deductible health plan and opt out of PA 152
- 5.6) **CONTROLLER/CAO**, re: Approval to amend County Policy #365 “COVID-19 Emergency Paid Sick Leave Act Policy” to add language related to testing

[See Addendum on December 14, 2021 – Special Labor Relations Committee meets prior to Board]

6. **Executive Committee – C. Ruth, Chair**

See Addendum on December 14, 2021 – Special Executive Committee meets prior to Board

7. **Legislative Committee – J. Theisen, Chair; G. Little, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; J. Tany, Vice-Chair**

None

9. **Committee Compensation**

12-14-21.1) October 31, 2021 – November 13, 2021

12-14-21.2) November 14, 2021 – November 27, 2021

Your committee considered Communication No. 12-14-3 from Christina Harrington, Health Officer, Health Department, providing information regarding a mural on the south end of the Public Health building as part of a community grant for substance abuse disorders.

The committee met with Ms. Harrington and Kendra Kemp, Saginaw Community Foundation, who provided the committee with a rendering of the Harm Reduction Mural prepared by Kevin (Scraps) Burdick, Lead Artist. The Saginaw Community Foundation is the project lead with collaborative organization between Peer 360 and the Saginaw County Health Department. The paint used for the mural has a 25-year guarantee.

We recommend approval to place a mural on the south end of the Public Health building.

Respectfully Submitted,
COMMITTEE ON HUMAN SERVICES

s/_____
James G. Theisen, Chair

s/_____
Michael Webster, Vice-Chair

s/_____
Gerald Little

s/_____
Cynthia Winiecke

s/_____
Carl E. Ruth

Your committee considered Communication No. 12-14-3 from Christina Harrington, Health Officer, providing information regarding the creation of an Affiliation Agreement between the Saginaw County Health Department and Central Michigan University – College of Medicine.

The committee met with Ms. Harrington who discussed creating an Affiliation Agreement establishing an Academic Health Department. Said agreement would be between Central Michigan University, on behalf of its College of Medicine, and the Saginaw County Health Department. The purpose of this agreement is to guide and direct the parties respecting their affiliation, working arrangements, and agreements in furtherance thereof to provide high-quality clinical collaboration between Central Michigan University – College of Medicine and the Saginaw County Health Department, and establish opportunities to explore clinical collaboration or integration between the two. This agreement is intended and shall be interpreted to meet Central Michigan University's accreditation standards related to affiliation agreements.

We recommend approval to create an Affiliation Agreement establishing Academic Health Department involving Central Michigan University – College of Medicine and the Saginaw County Health Department.

Respectfully Submitted,
COMMITTEE ON HUMAN SERVICES

s/_____
James G. Theisen, Chair

s/_____
Michael Webster, Vice-Chair

s/_____
Gerald Little

s/_____
Cynthia Winiecke

s/_____
Carl E. Ruth

Your committee considered Communication No. 12-14-6 from Brian Keenan-Lechel, Parks & Recreation Director, requesting approval to utilize \$475,000 in fund balance in FY 2022 to complete the installation of a splashpad, playground, and amenities at Haithco Recreation Area.

Mr. Lechel informed the committee that additional project funding includes grants from the Michigan Natural Resources Trust Fund (\$300,000) and the Saginaw Community Foundation (\$125,000).

We recommend approval to utilize \$475,000 in fund balance in FY 2022 to complete the installation of a splashpad, playground, and amenities at Haithco Recreation Area.

Respectfully Submitted,
COMMITTEE ON COUNTY SERVICES

s/ _____
Michael A. Webster, Chairman

s/ _____
Dennis H. Krafft, Vice-Chair

s/ _____
Carol E. Ewing

s/ _____
Jack B. Tany

s/ _____
Carl E. Ruth

In accordance with State Statute and County Policy, your Budget/Audit Committee reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
12-14-19	Electronic Transactions	September 1 – 30, 2021	\$10,554,044.13
	Voucher Payments	September 1 – 31, 2021	\$17,575,209.76
12-14-20	Electronic Transactions	October 1 – 31, 2021	\$ 7,663,460.38
	Voucher Payments	October 1 – 31, 2021	\$23,651,933.65
12-14-21	Electronic Transactions	November 1 – 30, 2021	\$ 7,534,961.74
	Voucher Payments	November 1 – 30, 2021	\$ 5,930,498.12

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller's Office.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Budget/Audit Committee considered Communication No. 12-14-9 from Timothy Novak, Saginaw County Treasurer, requesting approval to reconfigure the cashier area to accommodate the new Tyler cashier drawers and computers in the approximate amount of \$11,600 (amended to \$12,000 at committee) by utilizing FY 2021/FY 2022 funds under account #245-44400-93100 (\$8,000) with the remainder from the Public Improvement Fund.

We discussed the request with Mr. Novak who explained the Treasurer's Office has budgeted money the last couple of years to do some reconfiguring for efficiency. The new Tyler system requires more work than planned, but it is necessary. \$4,000 was approved in both the FY 2021 Budget and FY 2022 Budget and the Treasurer is requesting the balance of \$4,000 from the Public Improvement Fund to complete the job.

We recommend approval to reconfigure the cashier area to accommodate the new Tyler cashier drawers and computers in the amount of \$12,000 by utilizing FY 2021/FY 2022 funds under account #245-44400-93100 (\$8,000) with the remainder from the Public Improvement Fund.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Budget/Audit Committee considered Communication No. 12-14-10 from Jessica Sargent, Commission on Aging Director, requesting an increase to the Foster Grandparent Program budget (238-67235) to accommodate unspent federal grant funds permitted to roll over to FY 2022 in the amount of \$65,000; and to transfer funds in the amount of \$4,750 from Community Promotion to Special Events to make it easier to monitor and track expenses.

Rollover of Unspent Grant Funds

238-67235-50110	Federal Grants		\$65,000
238-67235-81610	Criminal Background Checks	\$848	
238-67235-75400	Uniforms	\$1,485	
238-67235-86000	Volunteer Transportation	\$1,800	
238-67235-97050	15 Chrome Books	\$3,600	
238-67235-97050	Dell Laptop	\$1,680	
238-67235-97050	Electronic Signature Pads	\$614	
238-67235-97050	Tracking Software	\$1,300	
238-67235-97050	Color Printer	\$700	
238-67235-97050	2x3 Drawer Lateral Files	\$1,360	
238-67235-97050	2x72" Steel Storage Cabinets	\$800	
238-67235-97050	2 Wall Shelves for Assistant's Office	\$272	
238-67235-97050	Work Table Assistant's Office	\$202	
238-67235-97050	2 Lift Desks	\$1,026	
238-67235-80700	Temporary Staffing	\$5,465	
238-67235-96330	Stipends	\$43,848	
	Total	\$65,000	\$65,000
Transfer funds from Community Promotion to Special Events			
238-67235-88300	Community Promotion		\$4,750
238-67235-96330	Special Events	\$4,750	

We recommend approval of the requests as presented.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Budget/Audit Committee considered Communication No. 12-14-11 from Jessica Sargent, Commission on Aging Director, requesting utilization of \$21,500 from fund balance to enter into a Professional Service Agreement with WTA Architects for a Building Assessment and Concept Design for the main building and Marie Davis Senior Center.

We met with Ms. Sargent who indicated that Saginaw County owns both facilities and both buildings have many capital needs that will be necessary over the next several years including becoming ADA compliant. The Commission on Aging Advisory Board met November 18, 2021 and approved use of fund balance for the requested services.

We recommend approval of the utilization of \$21,500 from fund balance to enter into a Professional Service Agreement with WTA Architects for a Building Assessment and Concept Design for the main building and Marie Davis Senior Center.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Budget/Audit Committee discussed the current health insurance predicament where employees who are 65 or older are not eligible for the \$500 HSA contribution due to Medicare regulations. The Controller indicated that approximately thirty (30) employees are currently eligible for this amount.

We recommend approval to compensate those county employees aged 65 and older by offering \$500 in lieu of the \$500 HSA contribution, with the additional 7.65% FICA portion to be covered by the County and effective January 1, 2022.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Budget/Audit Committee discussed the occurrence where some employees may have tried to become fully vaccinated to be eligible for the \$500 vaccination incentive payment by the due date of October 31, 2021 but was informed by their doctor or another medical professional that they should not receive the second dose.

We recommend approval to extend the \$500 COVID-19 vaccination incentive payment to those who attempted to become fully vaccinated by the October 31, 2021 deadline but were informed by a medical professional they should not receive the second dose.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Labor Relations Committee considered Communication No. 12-14-13 Jennifer Broadfoot, Personnel Director, submitting proposed changes to County Policy #343 – “Employee Insurance” and County Policy #346 – “Retirement” to reflect the healthcare changes recommended by the Union/Management Committee and approved by the Board of Commissioners in November 2021 for non-union employees.

We met with Ms. Broadfoot, who explained that the changes to the Employee Insurance Policy reflect the elimination of Plans A and B and the movement of all County employees to one high deductible plan through HAP/ASR. Since only one plan will be available, the ability to “buy up” to other plans was also eliminated. Language was added to detail how employee premium shares would be calculated and to establish an employer contribution to a Health Savings Account (HSA) if the Board of Commissioners opts out of PA 152 of 2011. An increase in also proposed to insurance offset payments received by employees in lieu of insurance coverage.

The elimination of Plans A and B and the move to a high deductible plan is also reflected in changes to the retiree health section of the Retirement Policy. It was further noted in that policy that if an employer contribution is being made to an employee’s HSA account at the time of retirement, the contribution will also be made in retirement to the retiree’s HSA account, up to age 65, if the retiree is eligible. Finally, the language regarding the Blue Cross/Blue Shield Michigan Savings Refund Share was eliminated at the County is no longer with Blue Cross/Blue Shield for health insurance.

We recommend approval of the proposed changes to County Policy #343 - “Employee Insurance” and County Policy #346 – “Retirement” as attached.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chairman

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

Category: 300

Number: 343

Subject: **EMPLOYEE INSURANCE**

1. PURPOSE: The purpose of this policy is to establish a County insurance policy, thereby improving the health and well-being of Saginaw County employees
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all non-union employees only paid by Saginaw County and any other circumstance not covered by a collective bargaining agreement, pursuant to Policy #301.
4. RESPONSIBILITY: The Controller/CAO shall be responsible for the implementation and administration of this policy.
5. DEFINITIONS: For purpose of this policy, regular full-time employees and regular part-time employees, who are otherwise eligible, may hold probationary status and qualify for benefits.
6. POLICY:

6.1 Health Insurance. Health insurance shall be provided to regular full-time and regular part-time employees and their dependents (as defined by the plan administrator) effective on the first day of the month subsequent to completion of thirty (30) days of qualifying service.

- Current employees who were hired on or after January 1, 1993 must be of full-time status as defined by the Federal Patient Protection and Affordable Care Act to become eligible for health insurance coverage. ~~Employees may choose from all health options available. The lowest deductible health plan (Plan A) has a 10% premium share. Should the premium exceed the Hard Cap established in PA 152 of 2011, employees would be responsible for either 10% premium share or the difference between the premium and the Hard Cap, whichever is greater.~~

~~Health insurance eligible employees hired on or after March 1, 2005 are eligible for the high deductible healthcare plan base health plan (Plan B) option, as well as any plan that may be established by the County in the future. as Plan C and Plan D. Employees may elect to purchase or "buy up" to Plan A by paying the actual difference in monthly cost between the base plan (Plan B) and Plan A, plus any administrative expenses as determined exclusively by the County Controller's Office.~~

All employee health insurance contribution rates for plans as noted above are subject to requirements established by State of Michigan Public Act 152 of 2011 (PA 152 of 2011,) the Publicly Funded Health Insurance Contribution Act. If the Board of Commissioners opts out of PA 152 of 2011, the County will employ the "Hard Cap" methodology in calculating the employee's monthly premium share of each Plan year cost. The County will apply additional contribution up to

\$827,400 each year to reduce the employee share above the "Hard Cap" calculation. The County will contribute \$500 to each eligible employee's Health Savings Account (HSA) on or about January 1 of each subsequent year. The County will also contribute \$442,800 in American Rescue Plan Act of 2021 funding to cover the cost of any eligible COVID-19 related medical claims incurred in 2021 against the 2022 Plan Year rates.

- 6.2 Dental Insurance. Dental Insurance shall be provided to regular full-time employees and their eligible dependents (as defined by the plan administrator) effective the first day of the month subsequent to completion of thirty (30) days of qualifying service.
- 6.3 Optical Insurance. Optical Insurance shall be provided to regular full-time employees and their eligible dependents (as defined by the plan administrator) effective the first day of the month subsequent to completion of thirty (30) days of qualifying service.
- 6.4 Life Insurance. Life insurance shall be provided to regular full-time employees effective the first day of the month subsequent to completion of thirty (30) days of qualifying service.
- 6.5 Insurance Coverage and Premium Cost Shares. The Board of Commissioners will designate the level of all insurance coverage provided and the premium cost shares which are required to be paid by subscribers. County expense is the employer share established by the Board of Commissioners. ~~in accordance with P.A. 152 of 2011.~~
- 6.6 Dual Coverage. No person shall be eligible for dual coverage as both a subscriber and a dependent for any insurance coverage paid with Saginaw County funds.
- 6.7 Continuation of Insurance.
 - 6.7.1 Health: In the event of disability leave, health insurance will continue for the entire period up to one (1) year, but requires the regular employee co-pay contribution to remain in effect. In the event of a leave of absence (except FMLA leaves), health insurance shall continue in effect at County expense until the end of the month in which the leave began. In the event of a layoff, health insurance shall continue in effect at County expense until the end of the month following the month in which the layoff occurred. The term "County expense" shall be in accordance with paragraph 6.5.
 - 6.7.2 Dental: For a leave of absence (except FLMA leaves), dental coverage will continue in effect at County expense until the end of the month in which the leave began. In the event of a layoff, dental coverage shall continue in effect at County expense until the end of the month following the month in which the layoff occurred. In the event of disability, refer to paragraph 6.1 of the Disability Leave Policy. (Policy #361)
 - 6.7.3 Optical: In the event of a leave of absence (except FMLA leaves), optical coverage will continue in effect at County expense until the end of the month in which the leave began. In the event of a layoff, optical coverage shall continue

in effect at County expense until the end of the month following the month in which the layoff occurred. In the event of disability, refer to 6.1 of the Disability Leave Policy. (Policy #361)

6.7.4 Life: Coverage will continue commensurate with the terms of the employer's policy.

6.7.5 In the event of an unpaid leave of absence, certain coverage may be continued at the employee's expense if requested in accordance with Federal Law. Failure to pay said premiums will result in termination of coverage.

6.8 Separation from Employment. Upon separation from employment other than retirement or as noted in Section 6.7, all insurance coverage will terminate on the last day of the month in which the separation occurs. Certain coverage may be continued at the employee's expense if requested in accordance with Federal Law.

6.9 Option to Health Insurance Coverage. An employee who is eligible for enrollment in a County health insurance program may choose to receive two hundred dollars (\$200.00) ~~one hundred fifty dollars (\$150.00)~~ per month in lieu of such insurance coverage; provided, however, the employee provides proof of another source of insurance and signs a statement attesting to said insurance coverage and is not covered as a dependent on a County paid health plan.

6.9.1 If an employee's status changes such that he/she is no longer eligible for coverage under another policy (divorce, death of spouse, etc.) the employee may reenter County coverage subject to the terms and conditions of the plan administrator. In the event that a lapse in coverage occurs due to the employee not notifying the County in a timely manner, or for any other reason not directly attributable to the County, the County shall in no way be held liable for health coverage during such lapse.

6.10 Compliance with Laws. It is the intent of the County that this policy comply with the Federal Patient Protection and Affordable Care Act (PPACA.) Any provisions of this policy that are in conflict with PPACA shall be superseded thereby. ~~It is also the intent of the County that this policy comply with PA 152 of 2011. Any provisions of this policy that are in conflict with PA 152 of 2011 shall be superseded thereby.~~

7. ADMINISTRATIVE PROCEDURES: NONE

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. 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:

Approved as to Legal Content:

12/14/21-sek,cll

Saginaw County Controller/CAO

Saginaw County Civil Counsel

ADOPTED: April 23, 2002

AMENDED: October 12, 2004; February 22, 2005; September 22, 2009; November 17, 2009; August 24, 2010; September 17, 2013; November 19, 2013; October 20, 2015; October 18, 2016; January 21, 2020; October 20, 2020; January 19, 2021; **December 14, 2021**

Category: 300
Number: 346

Subject: **RETIREMENT**

1. PURPOSE: It is the purpose of this policy to assist County employees by providing for their health and well-being during their retirement years.
2. AUTHORITY: The Saginaw County Board of Commissioners.
3. APPLICATION: The rules and regulations herein set forth apply to all employees paid by Saginaw County pursuant to Policy #301.
4. RESPONSIBILITY: The Controller/CAO shall be responsible for the implementation and administration of this policy.
5. DEFINITIONS: None

6. POLICY:

6.1 Retirement Benefit Plans. Retirement benefit plans vary depending upon employee classification and hire date. Said plans are modified from time to time by the direction of the Board of Commissioners. Eligible employees hired prior to June 1, 1994 were required to become members of the defined benefit plan administered under the rules established by the Michigan Municipal Employees Retirement System (MERS). Eligible employees hired on or after June 1, 1994 are required to become members of the defined contribution plan. There is no mandatory retirement age.

6.2 Defined Benefit Plan (MERS). The County currently pays the entire cost for this plan without any employee contribution required, unless otherwise set forth in a collective bargaining agreement. Benefits are based on a formula, including final average compensation, years of service and benefit program. In addition, an employee must reach a minimum age and/or complete a minimum number of years of service in order to be eligible for the particular MERS pension benefit under which they are covered. Benefit payment options allow for beneficiary coverage and may also include cost of living adjustments. Credit may be given for previous county service, military service, and generic service. Employees may purchase "generic service" up to five (5) years in accordance with MERS policies and procedures with the employee paying one hundred percent (100%) of the cost. Employees may purchase qualified "governmental service" in accordance with MERS policies and procedures with the employee paying one hundred percent (100%) of the cost.

Employees may purchase "military service" in accordance with MERS policies and procedures, if the employee was hired prior to May 17, 1994, with the employee paying one hundred percent (100%) of the cost. In order to receive credit for generic, governmental or military service, the employee must pay their cost share in full at the time of purchase.

- 6.3 Defined Contribution Plan. For employees hired prior to March 1, 2005, a pre-tax employee contribution of 3% of compensation is currently required for participation in this plan. The County currently matches this contribution at the rate of 9%. For employees hired on or after March 1, 2005, a pre-tax employee contribution of 6% of compensation is currently required for participation in this plan. The County currently matches this contribution at the rate of 6%. Benefits are based on the dollar amount in an employee's account at the time of separation and the selection of one of several pay out methods approved by the United States Department of Treasury, Internal Revenue Service. The amount in the employee's account accumulates from a combination of the above described contributions and self-directed investment earnings. Upon separation, employees may choose to begin using the entire amount of their contribution plus a percentage of the County's contribution based on their months of services as provided below.

MONTHS OF SERVICE	PERCENTAGE
0-35	0%
36-47	25%
48-59	50%
60-71	75%
72 or more	100%

As soon as practical after approval of the policy: (1) those employees in the six percent (6%) employer contribution and zero percent (0%) employee contribution shall complete the appropriate paperwork to transition into the nine percent (9%) employer contribution and three percent (3%) employee contribution option, (2) those employees in the three percent (3%) employer contribution and zero percent (0%) employee contribution will complete the appropriate paperwork to transition to the six percent (6%) employer contribution and six percent (6%) employee contribution option.

- 6.4 Re-employment of Retired County Employees. To ensure a more representative workforce and provide employment opportunities, an employee who retires from Saginaw County in accordance with MERS guidelines and/or IRS regulations, will not be rehired into the County as a regular full-time, regular part-time, or on-call employee or pursuant to a contract, except (1) as a seasonal laborer in the Parks & Recreation Department, Maintenance Department, or Mosquito Abatement Commission which is not to exceed six (6) months; (2) to train a successor which is limited to 90 days without the prior approval of the Board of Commissioners for a longer period; and (3) to temporarily fill a vacant position while the department is actively searching for a permanent replacement, provided the department head requests a waiver of the hiring freeze and which is limited to 90 days without the prior approval of the Board of Commissioners for a longer period. The County Controller/CAO will be responsible for providing a report to the Labor Relations Committee identifying the rehiring of County retirees. The report shall include date of rehire, length of re-employment, purpose of re-employment, and name of rehired retiree.

6.5 Health Insurance.

6.5.1 To be eligible for retiree health insurance, an employee ~~will~~ must satisfy both the age and continuous length of service requirements associated with retirement under the MERS Defined Benefit Plan even if they are members of the Defined Contribution Plan. An employee hired before January 1, 1993 and retiring ~~shall~~ will be entitled to health insurance for themselves, their spouse and their dependents, as defined by County Policy. Effective January 1, 2022, t~~The~~ employee ~~will have~~ must continue with the group health option in which they are enrolled (high deductible healthcare plan) ~~either CB1 or CB8~~ prior to retirement, provided proper application is made prior to retirement and the above described age and service requirements are met.

Employees hired after January 1, 1993 and prior to March 1, 2005, who similarly retire, ~~shall~~ will have be entitled to continue with single coverage (employee only) in the group health option in which they are enrolled, (high deductible healthcare plan ~~either CB1 or CB8~~) prior to retirement. Employees hired on or after March 1, 2005 and employees that made an irrevocable election to refuse retiree health insurance are not eligible for retiree health insurance.

If an employer contribution to a Health Savings Account is made in the benefit year in which the employee retires, the same contribution will be made to the retiree's Health Savings Account until the employee reaches 65 years of age, or becomes Medicare eligible, if the retiree is eligible to receive such a contribution. The HSA contribution will be the amount in effect at the time of retirement.

~~6.5.16.5.2~~ 6.5.2 Employees hired on or after March 1, 2005, will not be eligible for retiree health insurance. They and those employees who have previously made an irrevocable decision to refuse retiree health insurance, shall thereby be enrolled in an employer sponsored Health Care Savings Program (HCSP) or its equivalent. The County will contribute 1% of eligible employee's gross wages to the HCSP. Additionally, eligible employees shall contribute 0.25% of their bi-weekly gross wages to the HCSP. Allowable changes to employee contribution levels shall be in accordance with the HCSP participation document.

- ~~▪ Employees who retire on or after January 1, 1991 and prior to January 1, 2014 and who are eligible for and elect to receive health insurance coverage, shall be required to pay a percentage of premiums for said coverage, as indicated in TABLE A listed below. Payment shall be in accordance with the number of continuous years of service actually worked for Saginaw County regardless of the total number of credited years of service held by the employee for the purpose of calculating the County Defined Pension Benefit through MERS.~~

TABLE A

CONTINUOUS YEARS OF SERVICE ACTUALLY WORKED	EMPLOYER PAYS	EMPLOYEE PAYS
6	25%	75%
7	30%	70%
8	35%	65%
9	40%	60%
10	45%	55%
11	50%	50%
12	55%	45%
13	60%	40%
14	65%	35%
15	70%	30%
16	75%	25%
17	80%	20%
18	85%	15%
19	90%	10%
20 or more	95%	5%

Employees who retire on or after January 1, 2014 and who are eligible for and elect to receive retiree health insurance coverage, will ~~shall~~ be required to pay a percentage of the ~~premiums for said coverage~~, as indicated ~~on~~ in TABLE A ~~B~~ listed below. Payment will ~~shall~~ be in accordance with the number of continuous years of service actually worked for Saginaw County regardless of the total number of credited years of service held by the employee for the purpose of calculating the County Defined Pension Benefit through MERS.

TABLE A ~~B~~

CONTINUOUS YEARS OF SERVICE ACTUALLY WORKED	EMPLOYER PAYS	EMPLOYEE PAYS
6	10%	90%
7	15%	85%
8	20%	80%
9	25%	75%
10	30%	70%
11	35%	65%
12	40%	60%
13	45%	55%
14	50%	50%
15	55%	45%

16	60%	40%
17	65%	35%
18	70%	30%
19	75%	25%
20 or more	80%	20%

Said payment shall be due thirty (30) days after invoice date. Overdue payments will be sent notices to pay. For invoices lapsing for more than ninety (90) days, a termination of insurance letter will be sent indicating coverage will terminate commencing the first date for which coverage has not been paid, i.e., if coverage was paid through January 31, termination is effective February 1. Also enclosed with this letter, will be an election form to transfer to a monthly offset payment in lieu of said coverage. The monthly offset payment amount will be the amount in effect on the date of the election, pursuant to the applicable collective bargaining agreement and/or County policy.

6.5.4 Employees who retire after January 1, 1993, and who are eligible for health insurance coverage, may elect to receive a monthly offset payment in lieu of said coverage, provided that they are not covered under a County paid health plan. A retiree may elect to discontinue his/her current health care coverage and elect to receive said monthly offset payment. The monthly offset payment will be the amount in effect at the time of election, pursuant to the applicable collective bargaining agreement and/or County policy. A retiree electing to receive the monthly offset payment in lieu of health coverage will not be eligible to opt back into the health plan. Employees hired on or after March 1, 2005, and those who have made an irrevocable election to refuse retiree health insurance, are not eligible to receive a monthly offset payment in lieu of said coverage.

6.6 Medicare. Upon becoming eligible for Medicare, the subscriber and his/her dependent(s) will ~~must~~ enroll in both Part A and B of Medicare at the subscriber's expense. It is each individual's personal responsibility to contact the Social Security Administration regarding Medicare. Once enrolled, Medicare will become the primary coverage, while Saginaw County's health plan will be the secondary payor.

~~○ Blue Cross/Blue Shield of Michigan Savings Refund Shares –
Contribution to Employee HCSP Account and Retiree Health Care
Fund.~~

~~Historically, the County of Saginaw receives an annual Michigan Savings Refund (Refund) from Blue Cross/Blue Shield of Michigan (BCBSM). This annual refund has been based on physician and other medical provider settlements; pharmacy recoveries; and prescription drug rebates. For purposes of calculating a one-time County contribution to employees' HCSP accounts, the County will apportion each employee who is eligible to receive County sponsored health benefits a pro-rata share of the annual refund on or before March 31 of the refund year. (e.g. 2013's annual Refund share, if any, will be distributed by March 31, 2014).~~

The ~~pro-rata share~~ will be based on the total number of County employees eligible to share the annual Refund amount. Eligibility for the ~~pro-rata share~~ of the Refund is contingent on the eligible employee having been employed the entire refund year, as ~~no shares will be prorated~~. For purposes of this section only, "refund year" means the 12 month period recognized by BCBSM (historically, from December 1 through November 30).

Once determined, this ~~pro-rata share~~ will be contributed to the employee's HCSP account for those employees who have an HCSP account and are not eligible to receive retiree health insurance, subject to such rules governing such County contributions to the HCSP. The remaining sum of ~~pro-rata shares~~ (that are apportioned to those employees who are eligible for retiree health insurance) will be contributed to the County's retiree health care fund. Employees who are eligible to receive retiree health insurance shall not receive any ~~pro-rata share~~ of any refund. By way of an example, if an employee left employment on November 29, after having been employed the rest of the entire refund year, he/she would not be eligible to receive any share of the Refund. The County has no control whether an annual Refund is provided by BCBSM or the amount of the annual Refund, if provided.

This section only becomes effective if all bargaining units agree to the same principle as set forth in this section. Otherwise the entire refund shall be contributed to the County's retirement health care fund.

6.176.7 Retiree Life Insurance. Life insurance will shall be provided to eligible retirees in an amount designated by the Board of Commissioners without any cost share required from the subscriber.

7. ADMINISTRATIVE PROCEDURES: None

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. 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

AMENDED: April 23, 2002; August 12, 2003; December 7, 2004; February 22, 2005; June 21, 2005; January 24, 2006; October 16, 2007; February 17, 2009; September 22, 2009; March 20, 2012; November 19, 2013; May 19, 2015; December 19, 2017; December 18, 2018; **December 14, 2021**

Your Labor Relations Committee considered Communication No. 12-14-14 from Jennifer Broadfoot, Personnel Director, providing information for discussion on possible revisions to County Policy #325 - "Drug-Free Workplace."

We met with Ms. Broadfoot who explained that the policy establishes the protocols for both pre-employment testing for applicants and probable cause testing for employees. A pre-employment drug screen is a part of the County's standard pre-employment physical; all prospective employees undergo pre-employment drug testing. Probable Cause testing occurs when an employee is believed to be under the influence of drugs or alcohol while at work.

A positive result disqualifies a prospective employee from employment. A positive test result in a probable cause situation may result in the employee being referred to the employee assistance program/substance abuse counseling and/or being subject to disciplinary action. The county has withdrawn offers of employment for prospective employees and terminated the employment of current employees because of positive test results. Most of the recent positive test results have related to the use of marijuana.

A question has been asked on how long a prospective employee should be disqualified from re-applying with the County of Saginaw. Our current practice is to disqualify a prospective employee from any future employment opportunity. After discussion, a motion to amend County Policy #325, section 6.2.2 was made to add after the first sentence, "*Candidate shall be allowed to reapply after 30 days from initial disqualification*" and eliminate the sentence immediately following that addition.

We recommend approval of the revised language for County Policy #325 – "Drug-Free Workplace" with the language "*Candidate shall be allowed to reapply after 30 days from initial disqualification*" in section 6.2.2 after the first sentence.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chairman

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

Your Labor Relations Committee considered Communication No. 12-14-16 from Timothy Novak, County Treasurer, requesting approval to establish a PCN and create a new position of Account Specialist II in the Treasurer's Office dedicated to handling the Principal Residence Exemption program.

We met with Mr. Novak who explained that the employee who handled that duty retired. The duties have been absorbed within the office however, he has learned that this process is not working. The Principal Residence Exemption requires an employee to follow up with taxpayers that the State of Michigan has notified us to be potentially in violation. Follow up includes letters, research and ultimately making adjustments and sending refunds or bills to property owners. Funds to pay for the position will come out of its 526 Delinquent Property Tax Foreclosure Fund.

We recommend approval of establishing a PCN and create a new position of Account Specialist II dedicated to handling the Principal Residence Exemption Program in the Treasurer's Office.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chairman

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

Your Labor Relations Committee considered Communication No. 12-14-17 from Dave Gilbert, Civil Counsel/Labor Specialist, submitting for approval a Memorandum of Understanding (MOU) between County of Saginaw, Saginaw County Trial Court and the Technical, Professional and Office Workers Association of Michigan (TPOAM) regarding District Court employees working out of classification.

We met with Mr. Gilbert who explained that only change to the MOU is the expiration date.

We recommend approval of the Memorandum of Understanding between County of Saginaw, Saginaw County Trial Court and the Technical, Professional and Office Workers Association of Michigan (TPOAM).

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chairman

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

Your Labor Relations Committee considered Communication No. 12-14-18 from Dave Gilbert, Civil Counsel/Labor Specialist, submitting for approval two Memorandums of Understanding between Saginaw County and COAM (Sergeants)/POAM (Deputies) regarding the move to a high deductible health plan and opt out of PA 152.

We met with Mr. Gilbert who explained that the collective Bargaining Agreement covers the time period December 15, 2020 through September 30, 2022.

We recommend approval of the Memorandum of Understanding between Saginaw County and COAM (Sergeants)/POAM (Deputies) regarding the move to a high deductible health plan and opt out of PA 152.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chairman

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

Your Labor Relations Committee considered a request from Robert Belleman, Controller/CAO, to consider amending County Policy #365 "COVID-19 Emergency Paid Sick Leave Act Policy," specifically Section 7.1, to include language in regard to testing.

We recommend amendment of County Policy #365 as presented.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chairman

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

Category: 300
Number: 365
Subject: COVID-19 Emergency Paid Sick Leave Act Policy

1. **PURPOSE:** The purpose of this policy is to define paid sick leave provided to the employees of Saginaw County during the pandemic outbreak of COVID-19, Coronavirus, as required by H.R. 6201, the “Families First Coronavirus Response Act” of 2020, which includes the FMLA Expansion Act and the Emergency Paid Sick Leave Act. This policy will be in effect from October 1, 2021 – September 30, 2022.
2. **AUTHORITY:** The Saginaw County Board of Commissioners
3. **APPLICATION:** This policy applies to all qualifying Saginaw County regular full-time and part-time employees as defined by the Act, with the exception of Elected Officials, Health Care Providers and Emergency Responders (i.e. Health Department [only those employees who meet the definition of healthcare provider] and Sheriff’s Department employees.)
4. **RESPONSIBILITY:** The Controller/CAO will have responsibility for implementing and administering this policy.
5. **DEFINITIONS:** “Child” means a biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under 18 years of age or is 18 or older and incapable of self-care because of a mental or physical disability.

“Individual” means an immediate family member, roommate or similar person with whom the employee has a relationship that creates an expectation that the employee would care for the person if he or she self-quarantined or was quarantined. Additionally, the individual being cared for must: a) be subject to a federal, state or local quarantine or isolation order as described above; or b) have been advised by a health care provider to self-quarantine based on a belief that he or she has COVID-19, may have COVID-19 or is particularly vulnerable to COVID-19.

“Healthcare Provider” means personnel employed who are capable of providing, and employed to provide diagnostic, preventative or treatment services or services that are integrated with and necessary to diagnostic, preventive or treatment services and, if not provided, would adversely impact patient care. It is not enough that an employee works for an entity that provides healthcare services.

“Diagnostic Services” include taking or processing of samples, performing or assisting in the performance of x-rays, or other diagnostic tests or procedures, and interpreting tests or procedure results.

“Preventative Services” include screenings, check-ups, and counseling to prevent illnesses, disease, or other health problems.

“Treatment Services” include performing surgery or other invasive or physical interventions, administering or providing prescribed medications, and providing or assisting in breathing treatments.

Services that are integrated with and necessary to diagnostic, preventative, or treatment services and if not provided would adversely impact patient care include taking vital signs, setting up medical equipment for procedures, and transporting patients and samples.

6. POLICY: It shall be the policy of Saginaw County to provide leave in accordance with the Emergency Paid Sick Leave Act for all eligible employees.
7. ADMINISTRATIVE PROCEDURES: In accordance with the Emergency Paid Sick Leave Act (EPSLA), the county will provide all employees, including new hires, with paid sick leave, separate from any normal PTO leave accruals, for the following reasons:
 1. is subject to a Federal, State or local quarantine or isolation order related to COVID-19;
 2. has been advised by a health care provider to self-quarantine related to COVID-19;
 3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
 4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
 5. is pursuing a vaccination and needs time off to attend the appointment or is experiencing side effects from the vaccine; or
 6. is experiencing any other substantially-similar condition specified by the US Department of Health and Human Services.

- 7.1 If the employee meets any of the aforementioned criteria, which will be determined after submitting a form requesting Emergency Paid Sick Leave (EPSL) to the Controller's Office, EPSL will be approved and PTO will not be deducted from the employee's accrued leave banks, **as long as the employee obtains a COVID test within five (5) days of exposure**. For full-time employees up to eighty (80) hours of paid leave will be granted. Part-time employees will receive paid leave for the number of hours that employee works on average during a two-week period. Said average will be determined based on the two most recent two-week pay periods.

If the employee does not meet the criteria for EPSL, the county will grant paid leave from the employee's accrued paid leave banks in accordance with the employee's corresponding collective bargaining agreement or personnel policy, if non-union.

- 7.2 Employees requesting EPSL shall complete the EPSLA Request Form, as soon as possible, following occurrence of the potentially qualifying reason for leave. All EPSL is subject to approval by the Controller's Office.
- 7.3 Approved EPSL shall be reported on employee time sheets as "COVID-19 SL."
- 7.4 Per EPSLA, this policy shall take effect October 1, 2021 and expire September 30, 2022.
- 7.5 When working from home, employees may take emergency paid sick leave intermittently and in any increment agreed to with their manager. For those not teleworking and currently working onsite, an employee may only take intermittent leave for reason 5 above, is pursuing a vaccination and needs time off to attend the

appointment or is experiencing side effects from the vaccine. Per the regulations, as all other reasons for emergency paid sick leave could potentially expose an employee or others in the workplace to the virus, employees must either use the full amount of paid sick leave or use it in full-day increments until the reason for leave is over and it is safe for the employee to return to work.

- 7.6 The employee may use EPSL under this policy before using any other accrued paid time off for the qualifying reasons stated above.

EPSL may also be used when an employee is on leave under traditional FMLA for his or her own COVID-19-related serious health condition or to care for a qualified family member with such a condition.

Once EPSL has begun, the employee and his or her manager must determine reasonable procedures for the employee to report periodically on the employee's status and intent to continue to receive paid sick time.

- 7.7 EPSL under this policy will not be provided beyond September 30, 2022. Any unused paid sick leave will not carry over to the next year or be paid out to employees.

- 7.8 No employee who appropriately utilizes emergency paid sick leave under this policy will be discharged, disciplined or discriminated against for work time missed due to this leave.

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. 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: April 21, 2020

AMENDED: December 15, 2020; January 19, 2021; September 21, 2021; **December 14, 2021**

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held October 31 - November 13, 2021.

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	11/02/21	Courts & Public Safety Committee	Matthews	\$50.00	1
			Boyd	\$50.00	1
			Winiecke	\$50.00	1
			Ruth	\$50.00	1
2	11/03/21	Crime Prevention Council	Ruth	\$50.00	1
3	11/03/21	Saginaw CVB	Ruth	\$25.00	1
4	11/03/21	County Services Committee	Webster	\$50.00	1
			Krafft	\$25.00	1
			Ewing	\$50.00	1
			Tany	\$50.00	1
			Ruth	\$25.00	1
5	11/04/21	Budget/Audit Committee	Krafft	\$50.00	1
			Boyd	\$50.00	1
			Tany	\$50.00	1
			Theisen	\$50.00	1
			Ruth	\$50.00	1
6	11/05/21	MAC Finance & General Government via Zoom	Krafft	\$50.00	1
7	11/05/21	Saginaw Future Board	Webster	\$50.00	1
8	11/08/21	Labor Relations Committee	Webster	\$50.00	1
			Harris	\$50.00	1
			Little	\$50.00	1
			Matthews	\$50.00	1
			Ruth	\$50.00	1
9	11/09/21	Committee of the Whole re: ARPA Held at One Main North, Frankenmuth Boyd, Ewing, Krafft, Little, Matthews, Ruth, Tany, Webster, Winiecke Absent: Harris, Theisen	9 Present	\$450.00	9
TOTAL				\$1,525.00	32

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (11-12-21)

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held November 14 - November 27, 2021

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	11/16/21	Executive Committee	Ruth	\$25.00	1
			Matthews	\$25.00	1
			Webster	\$25.00	1
			Krafft	\$25.00	1
2	11/16/21	Board Session	10 Present	\$500.00	10
		Boyd, Ewing, Harris, Krafft, Little, Matthews, Ruth, Tany, Webster, Winiecke <i>Absent: Theisen</i>			
3	11/17/21	Castle Museum Board	Tany	\$50.00	1
4	11/17/21	Saginaw Valley Zoological Society	Matthews	\$50.00	1
5	11/18/21	Frankenmuth CVB	Krafft	\$50.00	1
6	11/18/21	Commission on Aging	Ewing	\$50.00	1
7	11/18/21	City/County/School Liaison Committee	Ruth	\$50.00	1
			Tany	\$50.00	1
8	11/18/21	Community Action Center	Little	\$50.00	1
9	11/19/21	MAC Environmental via Zoom	Webster	\$50.00	1
10	11/22/21	Land Bank Authority	Ruth	\$50.00	1
11	11/22/21	MAC Health & Human Services via Zoom	Webster	\$50.00	1
12	11/22/21	MAC Judiciary & Public Safety via Zoom	Boyd	\$50.00	1
13	11/23/21	Special Executive Committee - MIFSM	Ruth	\$50.00	1
			Theisen	\$50.00	1
			Matthews	\$50.00	1
			Webster	\$50.00	1
			Krafft	\$50.00	1
TOTAL				\$1,400.00	30

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (11-24-21)

VI. RESOLUTIONS (12-14-2021)

Human Services Committee – J. Theisen, Chair; M. Webster, Vice-Chair

- **RESOLUTION “A” -** RESOLUTION IN OPPOSITION TO SENATE BILLS 597 AND 598

County Services Committee – M. Webster, Chair; D. Krafft, Vice-Chair

- **RESOLUTION “B” -** APPROVING APPORTIONMENT OF OPERATIONAL COSTS and ACCEPTING FOR FILE THE FISCAL 2022 BUDGET OF THE SAGINAW AREA STORM WATER AUTHORITY

RESOLUTION "A"
RESOLUTION TO OPPOSE SENATE BILLS 597 & 598

At a regular meeting of the Saginaw County Board of Commissioners held in the
Commissioner's Chambers of Saginaw County (111 S. Michigan Ave., Saginaw, Michigan 48602)
of said County on the 14th day of December 2021 at 5:00 p.m.

*Christopher S. Boyd, Carol E. Ewing, Kyle R. Harris, Dennis H. Krafft, Gerald D. Little,
Sheldon Matthews, Carl E. Ruth, Jack B. Tany, James G. Theisen,
Michael A. Webster, Cynthia M. Winiecke*

**Commissioner _____ offered the following resolution and moved for adoption.
The motion was seconded by Commissioner _____.**

WHEREAS, the Saginaw County Board of Commissioners on May 20, 1997, adopted Resolution "E" creating the Saginaw County Community Mental Health Authority pursuant to Section 205 of the Michigan Mental Health Code for services to the citizens of Saginaw County; and,

WHEREAS, Section 116(b) of the Code (MCL 330.1116 [b]) requires that the Department of Community Health (now known as the Department of Health and Human Services) shift primary responsibility for the direct delivery of public mental health services from the state to a community mental health services program whenever the community mental health services program has demonstrated a willingness and capacity to provide an adequate and appropriate system of mental health services for the citizens of that service area; and,

WHEREAS, the Saginaw County Community Mental Health Authority has demonstrated such willingness and capacity to provide community mental health services since 1997 and is properly certified as a Community Mental Health Services Program under the terms of Section 232(a) of the Code (MCL 330.1232[a]); and,

WHEREAS, Section 202(1) of the Code (MCL 330.1202[1]) requires that the state shall financially support, in accordance with Chapter 3, Community Mental Health Services Programs that have been established and that are administered according to the provisions of this chapter; and,

WHEREAS, there are also established by the state entities known as regional Prepaid Inpatient Health Plans (PIHPs), created by the member CMHSPs, and governed by representative Board members of the CMHSPs which receive Medicaid funds and distribute them to Community Mental Health Services Programs; and,

WHEREAS, the public CMHSP system in Michigan is a state and county partnership ensuring that related policy objectives and service delivery are accountable to local communities and their elected representatives which is important as unmet public health, mental health, and substance use disorder issues ultimately land with the responsibility of county government and our local communities; and,

WHEREAS, Senate Bills 597 & 598 will transfer all county CMHSP funding responsibilities to private health insurance companies under the guise of "healthcare integration"; and,

WHEREAS, the key policy and regulatory changes represented in Senate Bills 597 & 598 which amend the Michigan Mental Health Code and Social Welfare Act, have already been implemented in several states including Iowa, Kansas, Texas Connecticut, and Illinois with devastating results for consumers, families, providers and local communities; and,

WHEREAS, Senate Bills 597 & 598 are intended to eliminate PIHPs and transfer Medicaid funding for specialty populations served by the PIHP/CMHSP system to private for- profit Medicaid Health Plans and creates a legislative path to end CMHSPs. These bills will drive the transfer of all CMHSP funding (Medicaid, State General Fund and County Match appropriations) and related statutory responsibilities from a constituent-based, state-county partnership responsible to local citizens and local representatives, to a commodity-based, monetized arrangement with private insurance corporations with no accountability to the local community; and,

WHEREAS, the PIHPs and CMHSPs across Michigan are joined in opposition to these bills by advocacy organizations and stakeholders including; the Community Mental Health Association of Michigan, the National Alliance for the Mentally Ill – MI, ARC, MI Developmental Disabilities Institute, Michigan United Cerebral Palsy, Mi Disability Rights Coalition, Association for Children’s Mental Health, Michigan Association of Counties, Upper Peninsula Association of Counties, Michigan Sheriff’s Association, Michigan Judges Association, Michigan Probate Judges Association, the Association of Family Court Administrators, Michigan Association of Intermediate School Administrators, Michigan Association of Superintendents & Administrators, National Association of Social Workers - MI Chapter, MI Association of School Psychologists, NAACP MI State Conference, AFL-CIO, AFSCME, Local 517M (SEIU), and others joining in opposition.

NOW, THEREFORE, BE IT RESOLVED that the Saginaw County Board of Commissioners strongly opposes Senate Bills 597 and 598 to eliminate PIHPs and transfer Medicaid funding for specialty populations served by the PIHP/CMHSP system to private for- profit Medicaid Health Plans and urges its State Senate and House of Representatives to oppose Senate Bills 597 and 598; and,

BE IT FURTHER RESOLVED that the Saginaw County Board of Commissioners supports the Saginaw County Community Mental Health Authority as a public behavioral health system network that provides necessary behavioral health community safety net services and supports; and,

BE IT FURTHER RESOLVED those copies of this resolution be provided to Governor Gretchen Whitmer, Senate Majority Leader Mike Shirkey, Speaker of the House, Jason Wentworth, Senator Ken Horn, Representative Rodney Wakeman, and Representative Amos O’Neal, Michigan Department of Health and Human Services Director Elizabeth Hertel, Behavioral Health and Developmental Disabilities Administration Senior Deputy Director Jeff Wieferich, the Michigan Association of Counties, and Sandra M. Lindsey, CEO of the Saginaw County Community Mental Health Authority.

After the discussion, the vote was:

Yeas:

Nays:

Total: - 11

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting County Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 14th day of December, 2021. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of 1976, as amended.

I further certify that notice of the meeting was given and the meeting was conducted in accordance with the Open Meetings Act.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 14th day of December, 2021.

Vanessa Guerra, County Clerk
County of Saginaw

RESOLUTION "B"
APPROVING APPORTIONMENT OF OPERATIONAL COSTS and
ACCEPTING FOR FILE THE FISCAL 2022 BUDGET OF THE
SAGINAW AREA STORM WATER AUTHORITY

At a regular meeting of the Saginaw County Board of Commissioners held in the Commissioner's
Chambers of Saginaw County (111 S. Michigan Ave., Saginaw, Michigan 48602)
of said County on the 14th day of December, 2021 at 5:00 p.m.

*Christopher S. Boyd, Carol E. Ewing, Kyle R. Harris, Dennis H. Krafft, Gerald D. Little,
Sheldon Matthews, Carl E. Ruth, Jack B. Tany, James G. Theisen,
Michael A. Webster, Cynthia M. Winiecke*

Commissioner _____ offered the following resolution and moved for adoption.
The motion was seconded by Commissioner _____.

WHEREAS, Saginaw County has previously joined the Saginaw Area Storm Water Authority, hereafter "Authority", and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and'

WHEREAS, two-thirds (2/3) of the legislative bodies of the Member Municipalities are required to approve the apportionment of the annual operating costs of the Authority; and,

WHEREAS, the authority is required to file with the legislative bodies of the Member Municipalities an annual budget for the next fiscal year covering the proposed expenditures to be made for the organization and operation of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Saginaw County Board of Commissioners as follows:

1. The apportionment of the 2022 annual operational costs for the Authority is approved as presented.
2. The 2022 annual budget of the Authority is received and accepted as presented.

Yeas:

Nays:

Total: -11

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting County Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 14th day of December, 2021. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of 1976, as amended.

I further certify that notice of the meeting was given and the meeting was conducted in accordance with the Open Meetings Act.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 14th day of December, 2021.

Vanessa Guerra, County Clerk
County of Saginaw

VII. CLOSING PROCEDURE (12-14-2021)

a.

- 1) Unfinished Business – None
- 2) Proclamations – None
- 3) Appointments and Elections –

APPOINTMENTS

Pursuant to Article VII, 7.1.2 of the Board Rules, Chair appointments, if any, will be listed on the Addendum distributed at the December 14, 2021 Board Session.

ELECTIONS

Board of Health

Gene Nuckolls
Dr. Charles E. Mueller
Calvin Williams
Stephanie Duggan, M.D.

3-year terms to expire:
December 31, 2024

Parks & Recreation Commission

Gerald D. Little
Azola Williams
Demond Tibbs

3-year terms that expire:
January 1, 2025

- b. Announcements by the Chair
- c. Commissioner Audiences
- d. Adjournment

12-10-21/sek