

AGENDA

BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

Wednesday, March 5, 2025 – 4:30 p.m.

[Note Date/Time Changes]

Members: Christopher Boyd – Chair, Tracey Slodowski – Vice-Chair, John Kaczynski, Michael Webster, Jack Tany

Others: Administrator, Finance Director, Treasurer, Civil Counsel, Board Staff, *Media*

I. Call to Order

II. Welcome

III. Correction/Approval of Minutes (***February 6, 2025 - Attached***)

IV. Public Comment (*Speakers limited to 3 minutes*)

V. Agenda

1. **Rehmann, re:**

- **3-18-__** Presentation of the Draft FY 2024 Audit (*Distributed prior to the meeting*)

2. **Koren Thurston, Finance Director, re:**

- **3-18-__** Approval of Vendor Transactions, Feb. 1 – 28, 2025 (*Distributed prior to meeting*)
- **3-18-__** Submission of Monthly Financial Report for February 2025 (*Receive & File*) (*Distributed prior to meeting*)

3. **Lt. Mark Przybylski, Emergency Management Coordinator, re:**

- **3-18-7** Requesting approval to reduce the Emergency Services Federal Grant Account from \$38,000 to \$13,000 because of roughly 54% cuts for FY24 and potential 20% cuts in FY25; and increase the FY25 Emergency Services General Fund Account from \$137,294 to \$161,884, an increase of \$24,600 to cover the expected shortfall in grant funds (*Attached*)

4. **Todd Borders, Court Administrator, 10th Circuit Court – Family Division, re:**

- **3-18-8** Requesting approval to increase the Detention Facility Contracted Medical Account for FY25 by \$18,470 from the General Fund to account for a shortfall in payment to Wellpath for medical services (*Attached*)

5. Any other matters to come before the committee

VI. Miscellaneous

VII. Adjournment

MINUTES

BUDGET/AUDIT COMMITTEE

DRAFT

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

Thursday, February 6, 2025 – 4:00 p.m.

Present: Tracey Slodowski – Vice-Chair, John Kaczynski, Michael Webster, Jack Tany
Absent: Christopher Boyd – Chair
Others: Vanessa Guerra, Mary Catherine Hannah, Koren Thurston, Dave Gilbert, Susan Caister, Christina Harrington, Dana Westendorf, Debra Henning, Todd Borders Jaime Ceja, Suzy Koeplinger and Renee Sharkey

- I. Call to Order ---**Tracey Slodowski, Vice-Chair @ 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**January 16, 2025**)
---**Moved by Webster, seconded by Kaczynski, to approve. Motion carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*) ---None
- V. Agenda

1. **Koren Thurston, Finance Director**, re:

- **2-18-4** Approval of Vendor Transactions, Jan. 1 – 31, 2025 (*Distributed prior to meeting*)
---**Moved by Tany, seconded by Webster, to approve. Motion carried.**
(Board Report)
- **2-18-5** Requesting approval of the FY 2026 Budget Calendar
---**Moved by Kaczynski, seconded by Tany, to approve. Motion carried.**
(Board Report)
- **2-18-9** Monthly Financial Statement for January 2025 was distributed.
---**Webster asked if the Finance Director was able to produce a side-by-side comparison of these monthly statements. It had been discussed at a prior meeting that pulling data from Munis to Excel was complicated and time consuming. The data exists, but a side-by-side comparison of data is not easily produced.**
---**Moved by Tany, seconded by Webster, to receive and file. Motion carried.**

2. **Susan Caister, Nutrition Program Manager, Commission on Aging**, re:

- **2-18-6** Request to use \$50,482 from the Commission on Aging unrestricted fund balance to purchase a new food truck delivery vehicle to replace the one that was in an accident in January 2025
---**Discussion was held; it was determined to be more cost effective to purchase a new truck than to lease or to repair the damaged one. The truck will be customized to deliver food. \$28,875 was collected from the insurance claim. Webster asked the status of the Marie Davis building. Ms. Caister reported there is work left to do but she can see progress.**
---**Moved by Tany, seconded by Kaczynski, to approve. Motion carried.**
(Board Report)

3. **Christina Harrington, MPH, Health Officer**, re:

- **2-18-7** Requesting approval to add new laboratory fees to the Health Department's fee schedule:
 - Fentanyl II Urine Drug Testing Fee - \$25
 - Repeat Sample Collection Fee - \$5

---Ms. Harrington reported that due to new capabilities in testing, there is a need for additional fees to cover their costs. She reports that the fees are similarly priced to that of other counties, but many don't have the capability to do the Fentanyl II test.

---Moved by Webster, seconded by Tany, to approve. Motion carried. (Board Report)

- County Administrator Hannah introduced an additional item regarding elevator repair at the Health Department. The Board of Commissioners approved initial repairs to the elevator at the Health Department in November 2024. When those repairs began, it was found that the pump motor was also bad and in need of replacement. Requesting \$17,000 from the Health Department Building Improvement Fund.

---Moved by Tany, seconded by Webster, to approve. Motion carried. (Board Report)

4. **Todd Borders, Family Court Administrator**, re:

- **2-18-8** Approval to accept State Grant Funding in the amount of \$200,000 and authorization to increase the Juvenile and Family Division Budget accordingly
---The grant money will be used to improve infrastructure by replacing doors and locks that have not been updated since the juvenile building was constructed.
---Moved by Webster, seconded by Kaczynski, to accept State grant funding in the amount of \$200,000. Motion carried.
---Moved by Tany, seconded by Webster, to increase the Juvenile and Family Division Budget accordingly. Motion carried.
(Board Report)

5. Any other matters to come before the committee **---None**

VI. Miscellaneous ***---Vice-Chair Slodowski acknowledged Chairman Tany for a job well done this morning at the State of the County.***

VII. Adjournment ***---Moved by Webster, seconded by Tany, to adjourn; time being 4:47 p.m.***

Respectfully submitted,
Tracey Slodowski, Committee Vice-Chair
Suzy Koeplinger, Committee Clerk



COUNTY OF SAGINAW

Office of Emergency Management

111 SOUTH MICHIGAN AVENUE
SAGINAW, MICHIGAN 48602
PHONE (989) 790-5434 FAX (989) 792-6862



BUDGET AUDIT

February 19, 2025

Jack Tany, Chairman
Saginaw County Board of Commissioners
111 S. Michigan Ave
Saginaw, MI 48602

SAGINAW COUNTY BOC
FEB 20 '25 AM 11:19

3-18-7

Dear Chairman Tany,

Please consider this letter a request to appear before the Budget and Audit Sub-Committee to request an amendment to my FY 2025 budget due to actual and expected grant reductions.

Grant Funding Background

Federal Emergency Management Program Grant (EMPG) funds are allotted to the State of Michigan to support emergency management programs. The state passes some of those grant funds to local jurisdictions to cover the wages and benefits of a single emergency management position, as required in PA 390 of 1976.

Historically, the grant covered about 38% of wages for the Emergency Management Coordinator position. The way the grant cycle works, the exact grant amount is not known until early October, which can create some budget difficulties. Fortunately, the amount of EMPG funds provided has been consistent from year to year.

EMPG Funding Cuts

There had been indications of cuts in local EMPG allotments for the FY 2024 and FY 2025 budget years. However, as mentioned above, due to the grant cycle, the exact amount of those cuts was unknown until October 2024, which made it too late to adjust the budget for either budget year.

The FY 2024 grant amount budgeted was \$38,400, with an actual amount received of \$17,351. Emergency Management fund balance made up the difference to balance the FY 2024 budget. However, this still leaves a shortfall in the FY 2025 budget.



Budget Adjustment Request

The state has informed us to expect additional cuts in EMPG funding for this year, but again, due to the grant cycle, the actual amount of the reductions may not be known until October 2025. To accommodate the existing cuts and to cushion against expected cuts, I am requesting that the following budget adjustment take place.

Reduce – FY 2025 Revenue Account 27842600-50510 Emrg Svcs Fed Grant from \$38,400 to \$13,800. This amount takes into consideration the roughly 54% cuts realized in FY 2024 and allows for additional cuts of about 20% for FY 2025.

Increase – FY 2025 Revenue Account 27842600-69901 Emrg Svcs Contr-Gen from \$137,284 to \$161,884, an increase of \$24,600 to cover the expected shortfall in grant funds.

I will attend the March Budget and Audit, as well as any other committee meetings as needed, to address any questions related to this request.

Respectfully,

Mark Przybylski
Saginaw County Emergency
Management Coordinator

cc. Sheriff William Federspiel
Mary Catherine Hannah, County Administrator

BUDGET AUDIT

2/26/25

Commissioner Jack Tany, Chairman
Board of Commissioners
County of Saginaw
111 S. Michigan Avenue
Saginaw, MI 48602

3-18-8

RE: Wellpath Medical Services

SAGINAW COUNTY DOC
FEB 26 '25 P43:18

Dear Chairman Tany:

REQUEST SECTION:

I am requesting that the Budget/Audit Committee recommend to the Board of Commissioners an approval of an increase in the 29266201 Budget in the amount of 18,470.00.

BACKGROUND INFORMATION SECTION:

The Court Operated Detention Facility budgeted for medical services last May for FY25 based on the previous year's contract with Wellpath. The Controller's office assisted the detention facility in researching and assessing other medical providers to determine the most cost-effective method of delivering medical services to children in the facility. It was determined that Wellpath was the most financially viable provider. The budgeted amount in May was not reflective of the actual contract increase received. This year's budget would need to be increased by 18,470.00 to cover this yearly expense. I am asking that the board authorize the increase to this budget.

FINANCIAL INFORMATION SECTION:

29266201 - Budget
83502 – Contracted Medical

Current budgeted amount for Wellpath is 277,976.00 for FY 25. The amended contract with Wellpath for services for the fiscal year 25 is 296,446.00. This is a shortfall of 18,470.00. The monies for this increase of budget would need to be allocated from the General Fund.

COLLABORATION/PARTNERSHIP SECTION:

This is a collaboration between the Board of Commissioners, the 10th Circuit – Juvenile and Family Division, the Court Operated Detention Center and Wellpath Inc.

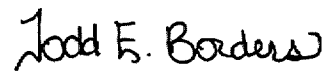
STRATEGIC PLAN SECTION:

This request meets the board's strategic plan in that it promotes safety and security within our community and with our citizens.

RECOMMENDATION SECTION:

I would ask that the budget and audit committee approve this request and recommend to the full board that it should be adopted.

Sincerely,

A handwritten signature in black ink that reads "Todd E. Borders". The signature is written in a cursive style with a large initial "T".

Todd E. Borders

Family Court Administrator

10th Circuit – Family Division