

FINANCE COMMITTEE

AGENDA

April 8, 2020

7:30 AM

Zoom Virtual Meeting Room 399-700-0062

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

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FINANCE COMMITTEE

MEETING MINUTES

March 18, 2020, 7:30 a.m.

304 E. Grand River, Board Chambers, Howell MI 48843

Members Present Douglas Helzerman, William Green , Wes Nakagiri, Robert Bezotte, Carol Griffith,
Dennis Dolan, and Gary Childs

Members Absent Kate Lawrence

1. **CALL MEETING TO ORDER**

The meeting was called to order by Commissioner Helzerman at 7:30 a.m.

2. **ROLL CALL**

Indicated the presence of a quorum.

Commissioner Helzerman asked for a moment of silent reflection and then for attendees to join in singing "God Bless America."

3. **APPROVAL OF MINUTES**

Meeting minutes dated: March 4, 2020

Motion to approve the minutes as presented.

Moved by: C. Griffith

Seconded by: G. Childs

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

4. **TABLED ITEMS FROM PREVIOUS MEETINGS**

None.

5. **APPROVAL OF AGENDA**

Motion to approve the Agenda as presented.

Moved by: G. Childs

Seconded by: C. Griffith

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs
Absent (1): K. Lawrence

Motion Carried (7-0-1)

6. CALL TO THE PUBLIC

Dianne McCormick, Director of the Health Department, provided a Public Health update – In response to the COVID-19 pandemic organizations around the County are stepping up to assist residents with access to meals, example Torch served 581 meals in a 2-3 hour period. Drive-thru screening is being looked into. Currently tracking health care systems that are stepping up to provide testing. The State has received a short supply of 25% of the need, the Counties will also receive a short supply. The Department is hosting calls with EM responders. Public Health will issue a press release if/wen a positive case is in the County. Handling calls with closed offices is much easier, both doctors and individuals with questions are calling. Ended with answering questions from Commissioners.

Cindy Catanach, Acting County Administrator, provided an update in County Government, offices are closed to the public. All directors have identified critical, essential, and non-essential staff. Essential employees will be working in some capacity, non-essential staff has been mandated to stay home. Cindy has communicated with directors, departments will have at least one (1) person in the department at all times with the closed doors to public, reduced services will be offered and requested by appointment only. As you contact departments, please keep in mind we are still working to determine needs. Transportation is doing dialysis transportation only.

Commissioner Helzerman asked for call to the public over the conference line, heard none.

Roberta Sacharski, Trial Court Administrator, reported that the Courts are working to communicate with the Board and Elected Officials. The Court remains open, weekend reporting will be suspended. The Courts have reduced to about 30 essential positions to provide for the essential functions on a rotating basis between 85 court employees.

Sheriff Murphy addressed communicable diseases and concerns surrounding COVID - 19. Community outreach will be using labor from jail to help box food and assist the Salvation Army.

John Conely, Brighton Township, addressed the Board about the need for leadership during these uncertain times.

7. REPORTS

Commissioner Helzerman provided a report from the Census 2020 Complete Count Committee, the Committee will be working to purchase items to spread the word to participate in the Census, looking to purchase useable items as opposed to disposable items, for example 5,000 reusable shopping bags. OLHSA employees that we had have been laid off.

8. RESOLUTIONS FOR CONSIDERATION

8.1 Administration

Resolution Appointing the Chief Information Officer

Cindy announced the selection for CIO. Hiring solutions assisted, 18 apps, 4 interviewed. Interview panel consisted of Jennifer Palmbos, Cindy Catanach, the CIO from Ingam County, and the CIO from City of Novi also assisted in narrowing down to 2 candidates. Kris Tobbe, provided background info and thanked the Board for this opportunity, and for the resolution regarding cyber security that was recently approved by the Board. Sheriff Murphy announced his support of this decision. Kris answered questions from Commissioners.

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: G. Childs

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.2 Central Dispatch

Resolution Recognizing the Observance of National Public Safety Telecommunicators Week, April 12-18, 2020

Recommend Motion to the Board of Commissioners.

Moved by: R. Bezotte

Seconded by: C. Griffith

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.3 Sheriff

Resolution Authorizing the Purchase of MERS Service Credit by Eric Sanborn

Recommend Motion to the Board of Commissioners.

Moved by: W. Green

Seconded by: D. Dolan

Yes (6): D. Helzerman, W. Green , R. Bezotte, C. Griffith, D. Dolan , and G. Childs

No (1): W. Nakagiri
Absent (1): K. Lawrence

Motion Carried (6-1-1)

8.4 Circuit Court / Community Corrections

Resolution to Appoint a Community Corrections Advisory Board (CCAB)
Manager/Community Corrections Specialist

Recommend Motion to the Board of Commissioners.

Moved by: G. Childs

Seconded by: W. Green

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs
Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.5 Circuit Court / Community Corrections

Resolution to Authorize Cognitive Programming and Out-Patient Treatment Services
Contracts Under Community Corrections Grant

Recommend Motion to the Board of Commissioners.

Moved by: W. Green

Seconded by: C. Griffith

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs
Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.6 Circuit Court Administration

Resolution Authorizing a Memorandum of Understanding for Access to Thomson
Reuters Online Legal Research

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: G. Childs

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs
Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.7 Board of Commissioners

Resolution Approving an Appointment to the Livingston County Foundation Board of Directors

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: W. Nakagiri

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.8 Board of Commissioners

Resolution Approving an Appointment to the Livingston County Tax Allocation Board

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: G. Childs

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.9 Board of Commissioners

Resolution to Support “Stepping Up Initiative to Reduce the Number of People with Mental Illness in Jails”

Recommend Motion to the Board of Commissioners.

Moved by: R. Bezotte

Seconded by: W. Green

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.10 Board of Commissioners

Resolution Adopting the Livingston County Broadcast Policy - Broadcast Committee

Recommend Motion to the Board of Commissioners.

Moved by: G. Childs

Seconded by: W. Nakagiri

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.11 Board of Commissioners

Resolution Temporarily Amending Board Rules for the Livingston County Board of Commissioners

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: G. Childs

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.12 Board of Commissioners

Resolution Amending the Resolution Regarding the Selection and Termination of Non-Elected Department Heads

Recommend Motion to the Board of Commissioners.

Moved by: R. Bezotte

Seconded by: W. Green

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.13 Health Department

Resolution Authorizing the Creation of an Epidemiologist position

Recommend Motion to the Board of Commissioners.

Moved by: W. Green

Seconded by: G. Childs

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.14 Health Department

Resolution Approving Moving Livingston County Health Department Employees from FLSA Exempt to Non-Exempt

Recommend Motion to the Board of Commissioners.

Moved by: R. Bezotte

Seconded by: C. Griffith

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.15 Human Resources

Resolution Authorizing Temporary Emergency Employment Provisions in Response to COVID-19

Childs - returned at 9:43 a.m.

Recommend Motion to the Board of Commissioners.

Moved by: G. Childs

Seconded by: W. Green

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

8.16 Board of Commissioners (Roll Call Vote)

Resolution Declaring a Vacancy in the Office of the Livingston County Commissioner District 5 and Setting Dates for Filing Deadlines and for Special Elections

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: D. Dolan

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

Motion to move all resolutions that were passed unanimously at this Finance Committee meeting to a Consent Agenda for the March 18, 2020 Board of Commissioners meeting.

Moved by: R. Bezotte

Seconded by: W. Green

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

9. CLAIMS

Dated: March 18, 2020

Recommend Motion to the Board of Commissioners.

Moved by: R. Bezotte

Seconded by: C. Griffith

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

10. PREAUTHORIZED

Dated: March 5 through March 18, 2020

Recommend Motion to the Board of Commissioners.

Moved by: G. Childs

Seconded by: W. Nakagiri

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)

11. CALL TO THE PUBLIC

Roberta Sacharski- thanked the Commissioners for their support to the employees in response to the COVID-19 pandemic.

John Conely thanked the Commissioners for addressing policies for the COVID-19 pandemic response.

Cindy Catanach thanked the Commissioners for their support to the employees of the County in response to the COVID-19 pandemic and the Governor's Executive Orders.

Commissioner Bezotte thanked staff for assistance in preparing resolutions and policies for today.

Commissioner Dolan also thanked staff and elected officials for their efforts and welcomed Kris Tobbe.

12. ADJOURNMENT

Motion to adjourn the meeting at 9:50 a.m.


Moved by: G. Childs

Seconded by: W. Green

Yes (7): D. Helzerman, W. Green , W. Nakagiri, R. Bezotte, C. Griffith, D. Dolan , and G. Childs

Absent (1): K. Lawrence

Motion Carried (7-0-1)



Natalie Hunt, Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Reclassify a Part Time Public Health Nurse (PHN) Program Coordinator Position (Grade 10) to a Part Time Public Health Nurse (PHN) (Grade 9) Position – Health Department

WHEREAS, Livingston County Health Department (LCHD) has a vacant Part Time Public Health Nurse Program Coordinator position (Grade 10) up to 20 hours per week; and

WHEREAS, LCHD is realigning duties to create improved efficiencies; and

WHEREAS, LCHD is requesting approval to reclassify this part time PHN Program Coordinator position (grade 10) to a part time PHN position at a lower grade (grade 9); and

WHEREAS, there is a reduction in cost associated with this reclassification of \$2,327 per year

	Current	Proposed
	Coordinator 20 Hr	Nurse 20 Hr
Salary	\$ 30,906	\$ 28,750
FICA	\$ 2,364	\$ 2,199
Pension	\$ -	\$ -
Health	\$ -	\$ -
Workers Comp	\$ 87	\$ 81
Longevity		
Life	\$ -	\$ -
LTD	\$ -	\$ -
STD	\$ -	\$ -
RHC - Savings		
TOTAL COST	\$ 33,357	\$ 31,030
Increase / Decrease		\$ (2,327)

THEREFORE BE IT RESOLVED that the Board of Commissioners hereby authorizes LCHD to reclassify a PHN Program Coordinator position to a PHN position; and

CURRENT:					
Position #	Description	Status	Group	Grade	FTE
60100119	NURSE PROGRAM COORDINATOR	A	NU	10	0.50
PROPOSED:					
Position #	Description	Status	Group	Grade	FTE
60100119	PUBLIC HEALTH NURSE	A	NU	9	0.500

BE IT FURTHER RESOLVED that the Board of Commissioners authorize any budget amendments needed to effectuate the above changes.

MOVED:

SECONDED:

CARRIED:

ROLL CALL VOTE:



CONTACT INFORMATION

Requester: Dianne McCormick Title of Requester: Health Officer
 Dept. Phone Number/Extension: 6865 Date Requested: 3/31/2020

POSITION INFORMATION

Position Title: Public Health Nurse Supervisor: Elaine Brown

1. Is the purpose of this request to fill a position as a result of a vacancy? Yes ☐ No ☒

If so, name of person last holding this position: _____

2. Is the purpose of this request to reclassify a current position? Yes ☒ No ☐

3. Is the purpose of this request to change the scheduled hours of an existing position? Yes ☐ No ☒ From: _____ To: _____

If so, name of current incumbent: _____

4. Is the purpose of this request to transfer a current position? Yes ☐ No ☒

If so, Current Department: _____ Proposed Department: _____

Position Type: Regular ☒ Term/Grant ☐ Temp. ☐ Unpaid ☐ Special ☐

Position Status: Full Time (30+) ☐ Part-Time (21-29) ☒ Part-Time (20 or Less) ☐ Number of hours per week: 20

Justification of request / change of position (REQUIRED): This request is to reclassify a Part Time Nurse Coordinator Position (Grade 10) to a Part Time Public Health Nurse position (Grade 9).

FUNDING INFORMATION

Base Annual Salary: 27.64 / hr. This position is funded in whole or in part by a grant: Yes ☐ No ☒ % Funded: _____

Allocation (Required): Current: Org. 22160100 % 100 Proposed (If changing): Org. _____ % _____

Position will be funded by: General Fund ☐ Enterprise Fund ☐ Special Revenue Fund ☒ Internal Service Fund ☐

REQUIRED APPROVALS

Supervisor (if applicable) _____ Date _____ Department Head Dianne McCormick Date 4/1/2020

HR OFFICE ONLY

Job Class: _____ Job Title: _____ Grade/Step: _____ / _____

FTE: _____ Employee Group: _____ HR Reviewed: _____ Date: _____

BUDGET OFFICE ONLY

Position Control # _____ Org. _____

Funds Available: Yes ☐ No ☐ Object Code: 704000 ☐ 706000 ☐ 706001 ☐

Comments: _____

Budget Reviewed: _____ Date: _____

Resolution #: _____ Board Authorized on Date: _____

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Approving Appointments of the Livingston County Medical Examiner & Deputy Medical Examiners – Emergency Medical Services

WHEREAS, Livingston County is under contract with the University of Michigan Department of Pathology for medical examiner and forensic pathology services; and

WHEREAS, that agreement included the appointment of Jeffery M. Jentzen, M.D., Ph.D., as the County's Medical Examiner for a period of 4 years on September 20th 2017; and

WHEREAS, Jeffery M. Jentzen, M.D., Ph.D., has stepped down as the lead of the University of Michigan Department of Pathology effective 01-01-2020 but remains on staff; and

WHEREAS, Allecia Wilson, M.D., has taken over those responsibilities for the University of Michigan, Department of Pathology; and

WHEREAS, MCL 2.201 requires the board of commissioners of each county of this state shall by resolution abolish the office of coroner and appoint a county medical examiner to hold office for a period of 4 years.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby appoints Allecia Wilson, M.D., as the County's Medical Examiner; and Jeffery M. Jentzen, M.D., Ph.D., Carl Schmidt, M.D., MPH, Leah Hlavaty, M.D., and Lokman Sung, M.D. as the County's Deputy Medical Examiners.

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Write-off of Aged Receivables – Emergency Medical Services

WHEREAS, Livingston County EMS Department has identified accounts from the year 2016 as aged receivables in the amount of \$408,388.37; and

WHEREAS, extensive efforts have been made to collect said monies; and

WHEREAS, it is the recommendation of the county auditor after 3 years to write-off aged receivables; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorize the total amount of \$408,388.37 for the year 2016, to be categorized as aged receivables and removed from the Accounts Receivable Control Account as outlined above.

BE IT FURTHER RESOLVD that the Livingston County Treasure is authorized to reflect the attached accounts, as outlines and in the amount of \$408,388.37 for the year 2016 be categorized as aged receivables.

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MOVED:
SECONDED:
CARRIED:

**Livingston County EMS
A/R BALANCE WORKSHEET**

REPORT DATE: 02-29-2020

YEAR: 2016

TOTAL CHARGES THRU 02-29-2020 \$10,143,509.80

LESS CREDITS & PAYMENTS 2015 THRU 03/03/2020 \$9,737,554.71

PLUS CREDITS & PAYMENTS 2020 \$2,433.28

= A/R AS OF 02-29-2020 \$408,388.37

A/R Analysis

A/R Analysis

Service Date: From 01/01/2016 Through 12/31/2016 | By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS

Livingston County EMS						
Payer/Payer Group	Trips	U&C Charges	Contractual Allowance + Primary Adj	Payments - Total	Adjustments - Subsequent	Bad Debts - Total
Medicare	7106	\$5,049,921.00	\$1,627,285.25	\$2,583,008.96	\$2,215.12	\$2,074.79
Blue Cross Blue Shield	2824	\$2,146,418.00	\$209,754.22	\$1,657,361.42	\$1,014.36	\$16.82
Commercial	2003	\$1,507,037.30	\$89,815.91	\$1,789,018.79	\$24,250.05	\$59,764.78
Medicaid	1947	\$1,440,133.50	\$998,967.79	\$467,385.69	\$225,187.80	\$432.96
	13880	\$10,143,509.80	\$2,925,823.17	\$6,496,774.86	\$252,667.33	\$62,289.35

Adjustments Summary

Service Date: From 01/01/2016 Through 12/31/2016 | By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS | Adjustment Date: From 01/01/2020 Through 02/29/2020

Agency: Livingston County EMS

Livingston County EMS	
Payer	Amount
Commercial	\$813.63
Total:	\$813.63
Total (Livingston County EMS):	\$813.63

Cash Receipts Summary

Service Date: From 01/01/2016 Through 12/31/2016 | Cash Receipt Date: From 01/01/2020 Through 02/29/2020 | By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS

Agency: Livingston County EMS

Provider - Payer	Amount	Settlements	Non-RevNet Invoices
Livingston County EMS - AACB	\$1,379.65	\$0.00	\$0.00
Livingston County EMS - Commercial	\$240.00	\$0.00	\$0.00
Total (Livingston County EMS):	\$1,619.65	\$0.00	\$0.00
Grand Total:		\$1,619.65	

David Feldpausch
Director



Amy Chapman
Deputy Director

1911 Tooley Rd * Howell, MI 48855
Business (517) 546-6220 * Fax (517) 546-6788 * Emergency 911
www.livgov.com

Memorandum

To: Livingston County Board of Commissioners
Fr: David Feldpausch, EMS Director
Date: 03/26/2020
Re: Resolution on aged receivables

Attached is a resolution for the annual write-off of the aged receivables from the EMS department from the year 2016 in the amount of \$408,388.37.

As established by best accounting practices, we are requesting that these accounts be removed from Livingston County EMS accounts receivable. I have reviewed these accounts and I am confident that we have made every attempt possible to collect said monies.

If you have any questions regarding this matter, please contact me.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing Grant Application and Contract for Supplemental FY 2020 Federal Section 5307 Funding for COVID-19 Response – LETS

WHEREAS, the 2020 Coronavirus Aid, Relief and Economic Security (CARES) Act provides supplemental Federal Section 5307 funding to help transit agencies respond to the COVID-19 pandemic; and

WHEREAS, the funding is apportioned to transit agencies based on the regular Section 5307 funding formula and provides reimbursement for 100% of operating expenses beginning retroactively on January 20, 2020 with no expiration date; and

WHEREAS, LETS has been apportioned \$4,972,704 from this program and intends to apply for the full amount; and

WHEREAS, this supplemental funding is in addition to the regular FY 2020 Section 5307 apportionment and will be used for operating expenses associated with COVID-19 relief activities.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a grant application and, if awarded, subsequent grant contract for supplementary Federal Section 5307 funding for COVID-19 relief efforts in the amount of \$4,972,704.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Board chair to sign all documents related to the grant contract once approved as to form by LETS transit attorney Mark Koerner of Foster, Swift, Collins & Smith PC.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes any necessary budget amendments for COVID-19 response activities related to this award.

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MOVED:
SECONDED:
CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 04/03/2020
Re: Resolution Authorizing Grant Application and Contract for Supplemental FY 2020 Federal Section 5307 Funding for COVID-19 Response – LETS

The recently enacted Coronavirus Aid, Relief and Economic Security (CARES) Act provides supplemental Federal Section 5307 funding to help transit agencies respond to the COVID-19 pandemic. The funding is apportioned to transit agencies based on the regular Section 5307 funding formula and provides reimbursement for 100% of eligible operating expenses beginning retroactively on January 20, 2020 with no expiration date. No local match is required.

Expense eligibility is consistent with regular Section 5307 program requirements and is expanded to include items such as personal protective equipment and salaries of employees who are on paid administrative leave due to COVID-19.

LETS has been apportioned \$4,972,704 from this program and intends to apply for the full amount. This supplemental funding is in addition to the regular FY 2020 Section 5307 apportionment and will be used for operating expenses associated with COVID-19 relief activities.

Please contact me directly if you have any questions at x7843.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

PAUL C. AJEGBA
DIRECTOR

April 3, 2020

Ms. Kelley Brookins
Regional Administrator for Region 5
Federal Transit Administration
200 West Adams Street, Suite 320
Chicago, Illinois 60606

Dear Ms. Brookins:

The Federal Transit Administration (FTA) announced April 2, 2020 \$25 billion in federal funding allocations to the transit industry following the President's signing of the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

Consistent with Section 5307 statutory requirements, the Michigan Department of Transportation requests that Fiscal Year (FY) 2020 CARES Act Section 5307 apportionments for transit agencies operating in urban areas with a population of less than 200,000 in Michigan be distributed as below:

Urbanized Area	Transit Agency	Section 5307
Battle Creek	City of Battle Creek	3,962,714
Bay City	Bay Metropolitan Transportation Authority	3,824,467
Benton Harbor	Twin Cities Transportation Authority	2,378,918
Holland	Macatawa Area Express Transportation Authority	4,141,926
Jackson	Jackson Transportation Authority	3,729,080
Midland	City of Midland	2,974,164
Monroe	Suburban Mobility Authority for Regional Transportation – Lake Erie	2,128,893
Muskegon	Muskegon County	5,404,286
Muskegon	Harbor Transit Multi-Modal Transportation System	1,799,536
Port Huron	Blue Water Area Transportation Commission	6,553,279
Saginaw	Saginaw Transit Authority Regional Services	5,557,638
South Lyon-Howell	Livingston County	4,979,268
Total		47,434,170

Ms. Kelley Brookins
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April 3, 2020

The above Section 5307 allocations include the FTA's FY 2020 CARES Act Section 5307 apportionments for Elkhart, Indiana-Michigan and Michigan City-La Porte, Indiana-Michigan, for a total \$62,534. The table illustrates how this amount is allocated to each agency.

If you have any questions, please contact Andy Brush, Manager, Transportation Services Section at 517-335-2534 or BrushA@Michigan.gov.

Sincerely,

Laura J. Mester
Chief Administrative Officer

Enclosure

cc: Small/Medium Urbanized Agencies
A. Brush

FY 2020 Small Urban Federal Section 5307 Allocations

Include FY 2020 FTA apportionments for Elkhart, IN-MI and Michigan City-La Porte, IN-MI

CARE

Urbanized Area	Transit Agency	FY 2020 5307	Percent	FY 2020 5307 Apportionments for IN-MI	Total
Battle Creek	City of Battle Creek	3,957,490	8%	5,224	3,962,714
Bay City	Bay Metropolitan Transportation Authority	3,819,425	8%	5,042	3,824,467
Benton Harbor	Twin Cities Transportation Authority	2,375,782	5%	3,136	2,378,918
Holland	Macatawa Area Express Transportation Authority	4,136,466	9%	5,460	4,141,926
Jackson	Jackson Transportation Authority	3,724,164	8%	4,916	3,729,080
Midland	City of Midland	2,970,243	6%	3,921	2,974,164
Monroe	Suburban Mobility Authority for Regional Transportation - Lake Erie	2,126,086	4%	2,807	2,128,893
Muskegon	Muskegon County	5,397,161	11%	7,125	5,404,286
Muskegon	Harbor Transit Multi-Modal Transportation System	1,797,164	4%	2,372	1,799,536
Port Huron	Blue Water Area Transportation Commission	6,544,640	14%	8,639	6,553,279
Saginaw	Saginaw Transit Authority Regional Services	5,550,311	12%	7,327	5,557,638
South Lyon-Howell	Livingston County	4,972,704	10%	6,564	4,979,268
Total		\$47,371,636	100%	\$62,534	\$47,434,170

FY 2020 IN-MI 5307 Apportionments	
Elkhart, IN-MI	37,073
Michigan City-La Porte, IN-MI	25,461
Total	\$62,534

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing Temporary Waiver of Passenger Fares During COVID-19 Emergency - LETS

WHEREAS, LETS has suspended regular transit service during the COVID-19 emergency but is continuing to provide transportation for dialysis and other critical medical appointments; and

WHEREAS, the exchange of passenger fares presents a safety risk for drivers, and the economic damage caused by the pandemic has resulted in financial hardship for many citizens; and

WHEREAS, to address these challenges the LETS Director is recommending the temporary waiver of all passenger fares, including fares sponsored by a 3rd party, for the duration of the Governor's State of Emergency, currently set to expire on June 9, 2020; and

WHEREAS, with enactment of the federal Coronavirus Aid, Relief and Economic Security (CARES) Act LETS will received funding from the Federal Transit Administration (FTA) to reimburse 100% of operating expenses during the COVID-19 emergency which will compensate for the loss of fare revenue.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a temporary waiver of all LETS passenger fares in response to the COVID-19 emergency for the duration of the Governor's State of Emergency, currently set to expire on June 9, 2020.

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MOVED:
SECONDED:
CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 04/03/2020
Re: Resolution Authorizing Temporary Waiver of Passenger Fares During COVID-19 Emergency - LETS

LETS has suspended regular transit service during the COVID-19 emergency but is continuing to provide transportation for dialysis and other critical medical appointments.

While public transit plays a critical role in the response to the pandemic, the industry has recognized that the exchange of passenger fares presents a safety risk for drivers, and the economic damage caused by the pandemic has resulted in financial hardship for many citizens. In response to these challenges many transit agencies across the state and nation have temporarily suspended the collection of passengers fares during this challenging time.

Therefore, the LETS Director is recommending the temporary waiver of all passenger fares, including fares sponsored by a 3rd party, for the duration of the Governor's State of Emergency, currently set to expire on June 9, 2020.

The estimated loss of fare revenue during the waiver period is estimated to be \$720 at the current level of service. With enactment of the federal Coronavirus Aid, Relief and Economic Security (CARES) Act LETS will receive funding from the Federal Transit Administration (FTA) to reimburse 100% of operating expenses during the COVID-19 emergency which will compensate for the loss of fare revenue.

Please contact me directly if you have any questions at x7843.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to submit the Estimated 2021 General Fund Budget to the Allocation Board – Fiscal Services

WHEREAS, the Tax Allocation Board meets yearly to review the proposed budgets of each respective township, school district and the County; and

WHEREAS, in compliance with statutory requirement, the Tax Allocation Board will meet on Monday, April 20, 2020.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby
authorize the submission of the attached Estimated 2021 General Fund Budget for
Livingston County, by activity, to the Tax Allocation Board.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY

Estimated 2021 General Fund Budget

REVENUES	ACTUAL 2018	ACTUAL 2019 (PRE-AUDIT)	BUDGET 2020	ESTIMATED 2021
<u>Judicial</u>				
FINES AND FORFEITURE	354,946	324,923	342,695	342,695
CHARGES FOR SERVICE	2,333,775	2,517,282	2,124,367	2,325,141
RENTAL INCOME	8,570	-	3,600	3,600
OTHER REVENUE	181,480	254,878	216,536	216,536
STATE SOURCES	1,219,160	1,008,963	1,034,197	1,034,197
TRANSFERS IN	19,840	65,765	-	-
Subtotal: Judicial	4,117,770	4,171,811	3,721,395	3,922,169
Percent of Total General Fund	8.1%	8.2%	7.2%	7.6%
<u>Sheriff</u>				
FINES AND FORFEITURE	4,724	5,715	-	5,000
CHARGES FOR SERVICE	479,859	392,171	369,781	369,781
RENTAL INCOME	1,806,257	1,949,934	2,245,256	2,245,256
OTHER REVENUE	737,294	947,021	645,800	645,800
FEDERAL SOURCES	43,736	51,501	47,500	47,500
STATE SOURCES	43,642	49,987	30,000	30,000
TRANSFERS IN	-	136,978	1,000,000	75,000
Subtotal: Sheriff	3,115,512	3,533,307	4,338,337	3,418,337
Percent of Total General Fund	6.1%	6.9%	8.4%	6.7%
<u>Other Public Safety</u>				
TRANSFERS IN	37,636	40,344	34,019	40,344
Subtotal: Other Public Safety	37,636	40,344	34,019	40,344
Percent of Total General Fund	0.1%	0.1%	0.1%	0.1%
<u>Infrastructure & Development</u>				
LICENSE & PERMITS	320,605	357,835	352,500	352,500
CHARGES FOR SERVICE	48,276	23,011	28,355	28,355
OTHER REVENUE	819,098	851,596	906,200	906,200
STATE SOURCES	-	135,015	35,000	35,000
CONT FROM LOCAL UNIT	17,751	14,074	25,000	25,000
CAPITAL GRANTS/CONTRIBUTIONS	10,730	10,170	-	10,000
Subtotal: I&D	1,216,460	1,391,701	1,347,055	1,357,055
Percent of Total General Fund	2.4%	2.7%	2.6%	2.6%
<u>Health & Human Services</u>				
TRANSFERS IN	423,101	-	-	-
Subtotal: H&HS	423,101	-	-	-
Percent of Total General Fund	0.8%	0.0%	0.0%	0.0%
<u>General Government</u>				
TAXES	29,322,598	30,724,226	31,732,869	31,732,869
FINES AND FORFEITURE	34,773	41,542	30,700	35,672
LICENSE & PERMITS	110,840	116,672	121,100	121,100
CHARGES FOR SERVICE	3,079,701	3,393,727	3,078,204	3,183,877
RENTAL INCOME	71,360	245,014	244,045	244,045
INTEREST	688,437	765,636	617,688	690,587
OTHER REVENUE	1,315,074	1,410,064	1,549,482	1,549,482
STATE SOURCES	4,491,038	4,895,943	4,721,443	4,895,943
TRANSFERS IN	2,997,507	317,670	105,167	105,167
Subtotal	42,111,327	41,910,494	42,200,698	42,558,742
Percent of Total General Fund	82.5%	82.1%	81.7%	83.0%
TOTAL REVENUE	49,941,497	50,103,658	51,641,504	51,296,647

EXPENDITURES	ACTUAL 2018	ACTUAL 2019 (PRE-AUDIT)	BUDGET 2020	ESTIMATED 2021
<u>Judicial</u>				
PERSONNEL	6,930,779	7,276,213	7,688,727	7,972,194
SUPPLIES	238,471	213,418	215,667	222,519
CONTRACTUAL SERVICES	708,243	106,138	107,425	107,425
PROFESSIONAL SERVICE	663,259	418,926	354,050	354,050
OTHER EXPENSE AND CHARGES	215,130	198,838	240,098	218,022
COMPUTER AND PHONE	843,761	891,970	760,124	782,928
FACILITIES MANAGEMENT	613,721	682,376	809,495	825,685
VEHICLE	9,033	6,549	16,099	16,260
MAINTENANCE & REPAIR	13,646	10,385	8,750	10,927
TRAVEL	23,814	21,639	36,647	27,367
TRAINING	4,302	7,725	15,695	9,240
CAPITAL EQUIPMENT	207,701	42,160	-	-
TRANSFER OUT	2,663,234	2,678,789	2,562,162	2,600,594
Subtotal: Judicial	13,135,094	12,555,125	12,814,939	13,147,211
<i>Percent of Total General Fund</i>	<i>23.7%</i>	<i>25.9%</i>	<i>24.8%</i>	<i>25.6%</i>
<u>Sheriff Department</u>				
PERSONNEL	13,522,324	14,230,626	14,556,055	15,151,846
SUPPLIES	333,323	392,276	708,532	708,532
CONTRACTUAL SERVICES	1,950,411	1,972,579	1,975,539	2,015,050
PROFESSIONAL SERVICE	3,915	2,075	4,000	4,000
OTHER EXPENSE AND CHARGES	29,840	51,155	47,440	48,863
COMPUTER AND PHONE	530,954	710,044	591,611	609,359
FACILITIES MANAGEMENT	699,586	893,062	1,035,780	1,056,496
VEHICLE	792,169	758,783	703,243	710,275
MAINTENANCE & REPAIR	52,151	68,118	72,090	74,253
TRAVEL	26,420	30,971	70,370	70,370
TRAINING	48,417	49,850	84,025	84,025
CAPITAL EQUIPMENT	55,717	57,000	1,000,000	75,000
TRANSFER OUT	178,005	174,037	119,726	123,318
Subtotal: Sheriff Dept	18,223,232	19,390,575	20,968,411	20,731,387
<i>Percent of Total General Fund</i>	<i>32.8%</i>	<i>39.9%</i>	<i>40.6%</i>	<i>40.4%</i>
<u>Other Public Safety</u>				
PERSONNEL	107,843	114,456	119,288	124,031
SUPPLIES	2,451	2,117	3,600	3,600
CONTRACTUAL SERVICES	-	-	-	-
OTHER EXPENSE AND CHARGES	3,500	4,100	4,700	4,700
COMPUTER AND PHONE	34,924	10,489	8,249	10,804
FACILITIES MANAGEMENT	2,028	1,562	2,997	3,057
VEHICLE	9,221	9,350	8,888	8,977
TRAVEL	229	14	3,362	3,396
TRAINING	-	880	2,700	2,700
TRANSFER OUT	32,378	916,689	936,856	936,856
Subtotal: Other Public Safety	192,574	1,059,658	1,090,640	1,098,120
<i>Percent of Total General Fund</i>	<i>0.3%</i>	<i>2.2%</i>	<i>2.1%</i>	<i>2.1%</i>

Infrastructure/Development:

PERSONNEL	2,274,457	2,463,305	2,586,346	2,686,148
SUPPLIES	14,331	13,202	17,865	15,133
CONTRACTUAL SERVICES	1,019,047	1,339,856	1,081,897	1,092,716
PROFESSIONAL SERVICE	103,985	113,994	90,684	102,887
OTHER EXPENSE AND CHARGES	57,787	26,817	83,035	55,880
COMPUTER AND PHONE	151,036	163,994	141,920	146,178
FACILITIES MANAGEMENT	56,027	68,429	49,020	50,000
VEHICLE	4,950	5,009	6,570	6,636
MAINTENANCE & REPAIR	5,177	4,191	7,750	5,706
TRAVEL	7,039	7,706	10,575	8,440
TRAINING	5,283	4,867	7,150	5,767
CAPITAL EQUIPMENT	-	-	-	-
TRANSFER OUT	13,939	-	-	-
Total: Infrastructure/Dvlpmnt	3,713,058	4,211,370	4,082,812	4,175,490
<i>Percent of Total General Fund</i>	<i>6.7%</i>	<i>8.7%</i>	<i>7.9%</i>	<i>8.1%</i>

Health & Human Services:

PERSONNEL	129,998	150,389	130,728	135,303
SUPPLIES	1,118	140	3,000	1,419
CONTRACTUAL SERVICES	1,236,021	1,247,445	1,438,149	1,307,205
PROFESSIONAL SERVICE	-	-	-	-
OTHER EXPENSE AND CHARGES	-	-	-	-
COMPUTER AND PHONE	15,884	21,196	17,011	17,521
FACILITIES MANAGEMENT	19,833	23,028	18,878	19,256
VEHICLE	10,207	10,964	12,965	13,095
TRAVEL	-	274	1,350	541
TRAINING	50	200	350	200
TRANSFER OUT	688,292	1,114,675	430,000	430,000
Total: Health & Human Svcs	2,101,403	2,568,309	2,052,431	1,924,541
<i>Percent of Total General Fund</i>	<i>3.8%</i>	<i>5.3%</i>	<i>4.0%</i>	<i>3.8%</i>

General Government:

PERSONNEL	14,528,333	5,210,948	6,013,773	6,261,543
SUPPLIES	230,674	134,532	355,113	240,106
CONTRACTUAL SERVICES	358,751	384,002	518,538	420,430
PROFESSIONAL SERVICE	48,808	77,492	161,185	95,829
OTHER EXPENSE AND CHARGES	1,020,686	1,008,809	1,716,604	1,581,260
COMPUTER AND PHONE	325,008	295,583	292,515	301,290
FACILITIES MANAGEMENT	348,966	493,417	560,284	571,490
VEHICLE	27,122	31,405	35,637	35,993
MAINTENANCE & REPAIR	13,088	18,247	17,072	16,136
TRAVEL	17,878	20,693	36,285	24,952
TRAINING	26,855	23,368	42,385	30,869
CAPITAL EQUIPMENT	49,995	91,099	9,425	-
TRANSFER OUT	1,166,243	973,000	890,000	640,000
Total: General Government	18,162,407	8,762,593	10,648,816	10,219,898
<i>Percent of Total General Fund</i>	<i>32.7%</i>	<i>18.0%</i>	<i>20.6%</i>	<i>19.9%</i>

TOTAL EXPENDITURES	55,527,768	48,547,630	51,658,048	51,296,647
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Fund Balance at Year End (estimated for 2019-2021)	\$	24,319,967	\$	26,819,995	\$	26,803,451	\$	26,803,451
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I hereby certify that I have received the 2021 Estimated Tax Allocation Board budget and found it to be in good order and an appropriate representation.

Kate Lawrence
Livingston County Finance Committee Chair

Hilery DeHate
Livingston County Acting Financial Officer

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Accept the Annual Out-of-State Travel Report for 2019 – Fiscal Services

WHEREAS, In compliance with the Employee Business Expense Policy, County Administration is to prepare an Out-of-State Travel Summary Report to be presented to the Livingston County Board of Commissioners at the first Finance Committee in April of each year; and

WHEREAS, County Administration is presenting the annual Out-of-State Travel Summary Report for all County departments for the period of January 1, 2019 through December 31, 2019 to the Finance Committee meeting as required.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby accept the 2019 Out-of-State Travel Summary Report for all County employees who traveled outside of Michigan during the period of January 1, 2019 through December 31, 2019.

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MOVED:
SECONDED:
CARRIED:

2019 Out of State Travel Report

Travel Start Date	Travel End Date	Dept	Employee Name	Destination	Purpose for Travel/Conference Name	Registration 957000	Lodging 860500	Meals 860500	Transportation 860500	Mileage 860010	Total Cost	General Fund	Special Revenue Fund	Enterprise Fund	Internal Service Fund
4/23/2019	4/26/2019	911/Central Dispatch	Debra Laberdie	National Harbor, MD	2019 Navigator Training	\$ -	\$ 739.86	\$ 35.55	\$ 325.30		\$ 1,100.71		\$ 1,100.71		
4/23/2019	4/26/2019	911/Central Dispatch	Jill Breen	National Harbor, MD	2019 Navigator Training	\$ -	\$ 739.86	\$ 7.63	\$ 388.60		\$ 1,136.09		\$ 1,136.09		
3/17/2019	3/21/2019	911/Central Dispatch	Leanne Lowe	San Antonio, TX	Central Squares Technologies 2019 Training Event	\$ -	\$ 958.68	\$ 114.10	\$ 522.08		\$ 1,594.86		\$ 1,594.86		
4/23/2019	4/26/2019	911/Central Dispatch	Leslie Cummings	National Harbor, MD	2019 Navigator Training	\$ -	\$ 739.86	\$ 24.90	\$ 509.07		\$ 1,273.83		\$ 1,273.83		
3/17/2019	3/21/2019	911/Central Dispatch	Lori Bourbeau	San Antonio, TX	Central Squares Technologies 2019 Training Event	\$ -	\$ 958.68	\$ 59.73	\$ 586.00		\$ 1,604.41		\$ 1,604.41		
2/12/2019	2/15/2019	911/Central Dispatch	Joni Harvey	Washington, DC	NENA 911 Goes to Washington Event	\$ -	\$ (485.95)	\$ 79.10	\$ 234.61		\$ (172.24)		\$ (172.24)		
4/23/2019	4/26/2019	911/Central Dispatch	Stacie Phillips	National Harbor, MD	2019 Navigator Training	\$ -			\$ 380.00		\$ 380.00		\$ 380.00		
											\$ 6,917.66		\$ 6,917.66		
11/10/2019	11/13/2019	Building Inspection	Barbara Behe	Lake Buena Vista, FL	BS&A User Conference - Tyler Connect	\$ 450.00	\$ 840.39	\$ 69.05	\$ 467.34	\$ 40.80	\$ 1,867.58			\$ 1,867.58	
11/10/2019	11/13/2019	Building Inspection	Caroline Shaw	Lake Buena Vista, FL	BS&A User Conference - Tyler Connect	\$ -	\$ 840.39	\$ 65.36	\$ 463.35	\$ 40.80	\$ 1,409.90			\$ 1,409.90	
9/28/2019	10/3/2019	Building Inspection	Mitch Watkins	Denver, CO	NFPA 13 Install Sprinkler System Training	\$ 1,579.00	\$ 773.92	\$ 98.87	\$ 459.20		\$ 2,910.99			\$ 2,910.99	
9/28/2019	10/3/2019	Building Inspection	Patrick Osdras	Denver, CO	NFPA 13 Install Sprinkler System Training	\$ 1,579.00	\$ 773.92	\$ 74.34	\$ 154.25	\$ 40.56	\$ 2,622.07			\$ 2,622.07	
4/29/2019	5/4/2019	Building Inspection	Richard Larry Budd	Austin, TX	ICC Code Class	\$ 995.00	\$ 675.80		\$ 433.00	\$ 41.20	\$ 2,145.00			\$ 2,145.00	
											\$ 10,955.54			\$ 10,955.54	
4/24/2019	4/28/2019	County Clerk	Joseph Bridgman	Norfolk, VA	CERA Elections	\$ 918.00	\$ 662.68	\$ 56.79	\$ 345.78		\$ 1,983.25	\$ 1,983.25			
5/12/2016	5/16/2019	County Clerk	Joseph Bridgman	Auburn, AL	CERA Elections	\$ 738.00	\$ 976.32		\$ 742.56		\$ 2,456.88	\$ 2,456.88			
7/5/2019	7/13/2019	County Clerk	Joseph Bridgman	Milwaukee, WI	CERA Elections	\$ 1,845.00	\$ 1,071.00	\$ 362.83	\$ 378.13		\$ 3,656.96	\$ 3,656.96			
											\$ 8,097.09				
7/13/2019	7/17/2019	Courts	Connie Miler	National Harbour, MD	NADCP All Rise 19	\$ 745.00					\$ 745.00		\$ 745.00		
4/22/2019	4/25/2019	Courts	Heather McCray-Germain	Arlington, VA	NGNA Conference	\$ -	\$ 852.78	\$ 87.63	\$ 115.00	\$ 48.00	\$ 1,103.41		\$ 1,103.41		
7/13/2019	7/17/2019	Courts	Jessica Brzys	National Harbour, MD	NADCP All Rise 19	\$ 745.00	\$ 824.82	\$ 215.60	\$ 415.46		\$ 2,200.88		\$ 2,200.88		
7/13/2019	7/17/2019	Courts	Karen Bergbower	National Harbour, MD	NADCP All Rise 19	\$ 745.00	\$ 824.82	\$ 180.35	\$ 442.82		\$ 2,192.99		\$ 2,192.99		
7/13/2019	7/17/2019	Courts	Kathryn Heath	National Harbour, MD	NADCP All Rise 19	\$ 745.00	\$ 824.82	\$ 187.72	\$ 399.62		\$ 2,157.16		\$ 2,157.16		
7/13/2019	7/17/2019	Courts	Mark Gatesman	National Harbour, MD	NADCP All Rise 19	\$ 745.00	\$ 601.44	\$ 74.77	\$ 441.00	\$ 33.60	\$ 1,895.81		\$ 1,895.81		
7/13/2019	7/17/2019	Courts	Michael Hatty	National Harbour, MD	NADCP All Rise 19	\$ 745.00	\$ 824.82	\$ 136.04	\$ 467.28		\$ 2,173.14		\$ 2,173.14		
7/21/2019	7/25/2019	Courts	R. Sacharski	Las Vegas, NV	National Court Administration Conference	\$ -	\$ 89.99	\$ 713.55	\$ 43.20		\$ 846.74	\$ 846.74			
7/13/2019	7/17/2019	Courts	Sara Applegate	National Harbour, MD	NADCP All Rise 19	\$ 745.00	\$ 824.82	\$ 255.68	\$ 532.68		\$ 2,358.18		\$ 2,358.18		
4/22/2019	4/25/2019	Courts	Sara Applegate	Arlington, VA	NGNA Conference	\$ -	\$ 852.78		\$ 116.19		\$ 968.97		\$ 968.97		
											\$ 16,642.28		\$ 16,642.28		
9/25/2019	9/25/2019	Drain	Kyle Moulton	Chigao, IL	MWEA Water Bus Trip				\$ 100.00		\$ 100.00		\$ 100.00		
9/25/2019	9/25/2019	Drain	Scott Brown	Chigao, IL	MWEA Water Bus Trip				\$ 100.00		\$ 100.00		\$ 100.00		
											\$ 200.00		\$ 200.00		
4/28/2019	5/3/2019	EMS	Anthony Peters	Wheeling, WV	Medical Institute Leadership Conference	\$ 1,050.00	\$ 1,232.73				\$ 2,282.73		\$ 2,282.73		
4/28/2019	5/3/2019	EMS	Sara Welter	Wheeling, WV	Medical Institute Leadership Conference	\$ 1,050.00	\$ 1,232.73				\$ 2,282.73		\$ 2,282.73		
6/18/2019	6/18/2019	EMS	Thomas Green	Elkhart IN	Trip to Indiana for New Ambulance	\$ -			\$ 6.40		\$ 6.40		\$ 6.40		
8/23/2019	8/23/2019	EMS	Thomas Green	Elkhart IN	Trip to Indiana for New Ambulance	\$ -			\$ 9.40		\$ 9.40		\$ 9.40		
											\$ 4,581.26		\$ 4,581.26		
4/7/2019	4/10/2019	Fiscal Services	Amy Cook	Dallas, TX	Tyler Connect 2019	\$ -	\$ 689.13	\$ 98.43	\$ 402.06	\$ 39.28	\$ 1,228.90	\$ 1,228.90			
5/16/2019	5/23/2019	Fiscal Services	Cindy Catanach	Los Angeles, CA	GFOA Conference	\$ 740.00	\$ 2,138.15	\$ 169.38	\$ 650.61	\$ 13.12	\$ 3,711.26	\$ 3,711.26			
4/7/2019	4/10/2019	Fiscal Services	Elizabeth Young	Dallas, TX	Tyler Connect 2019	\$ -	\$ 861.00	\$ 64.78	\$ 296.89	\$ 35.20	\$ 1,257.87	\$ 1,257.87			
											\$ 6,198.03				
5/19/2019	5/23/2019	Friend of the Court	Wendy Amell	Niagara Falls, NY	ERICSA 56TH Annual Training Conference & Exposition	\$ 400.00	\$ 371.72	\$ 139.17			\$ 910.89		\$ 910.89		
											\$ 910.89				
3/25/2019	3/29/2019	Health	Lindsay Gestro	St. Louis, Mo	Preparedness Summit	\$ 525.00	\$ 827.76	\$ 159.35	\$ 354.60		\$ 1,866.71		\$ 1,866.71		
3/25/2019	3/29/2019	Health	Natasha Radke	St. Louis, Mo	Preparedness Summit	\$ 525.00	\$ 827.76	\$ 137.26	\$ 311.60		\$ 1,801.62		\$ 1,801.62		
											\$ 3,668.33				
3/16/2019	3/22/2019	IT	Carol Weaver	Westlake, OH	OnBase TechQuest Conference	\$ -	\$ 629.10	\$ 75.28	\$ 12.00		\$ 716.38				\$ 716.38
4/7/2019	4/10/2019	IT	Christine Wood	Dallas, TX	Tyler Connect 2019	\$ -	\$ 618.93	\$ 33.25	\$ 312.35	\$ 32.96	\$ 997.49				\$ 997.49
8/24/2019	8/30/2019	IT	Ken Langley	San Francisco, CA	VMWare Training 2019	\$ -	\$ 2,089.14	\$ 130.33	\$ 478.60		\$ 2,698.07				\$ 2,698.07
4/29/2019	5/1/2019	IT	Rich Malewicz	Hollywood, FL	Gartner Spring Forum	\$ -	\$ 341.26		\$ 422.60		\$ 763.86				\$ 763.86
9/18/2019	9/21/2019	IT	Rich Malewicz	Austin, TX	Gartner Peer Forum	\$ -	\$ 511.62		\$ 333.00	\$ 40.80	\$ 885.42				\$ 885.42
7/7/2019	7/12/2019	IT	Sandon Lettieri	San Francisco, CA	ESRI User Conference	\$ -	\$ 1,412.91	\$ 141.67	\$ 599.60	\$ 9.60	\$ 2,163.78				\$ 2,163.78
7/13/2019	7/19/2019	IT	Steve Hoyer	Cleveland OH	On Base Conference	\$ -	\$ 540.00	\$ 88.55	\$ 136.80		\$ 765.35				\$ 765.35
8/24/2019	8/30/2019	IT	Tim Miles	San Francisco, CA	VMWare Training 2019	\$ -	\$ 2,089.14	\$ 108.22	\$ 527.25	\$ 46.16	\$ 2,770.77				\$ 2,770.77
											\$ 11,761.12				\$ 11,761.12
3/17/2019	3/21/2019	Jail	Brad Fetner	San Antonio, TX	Central Squares Technologies 2019 Training Event	\$ 233.00	\$ 824.00	\$ 92.28	\$ 601.60		\$ 1,750.88	\$ 1,750.88			
5/18/2019	5/22/2019	Jail	Jeff Leveque	Louisville, KY	American Jail Association Annual Conference	\$ 335.00	\$ 800.12	\$ 111.31	\$ 18.00		\$ 1,264.43	\$ 1,264.43			
5/18/2019	5/22/2019	Jail	Lauren Jaikins	Louisville, KY	American Jail Association Annual Conference	\$ 335.00	\$ 752.12	\$ 147.83			\$ 1,234.95	\$ 1,234.95			
5/18/2019	5/22/2019	Jail	Belinda Neal	Louisville, KY	American Jail Association Annual Conference	\$ 335.00	\$ 752.12	\$ 122.46			\$ 1,209.58	\$ 1,209.58			
5/18/2019	5/22/2019	Jail	Roy Asquith	Louisville, KY	American Jail Association Annual Conference	\$ 335.00	\$ 752.12	\$ 118.06			\$ 1,205.18	\$ 1,205.18			
5/6/2019	5/8/2019	Jail	Daniel Houghton	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.72	\$ 95.54			\$ 407.26	\$ 407.26			
5/4/2019	5/8/2019	Jail	Diehl	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.72	\$ 95.54			\$ 407.26	\$ 407.26			

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5/6/2019	5/8/2019	Jail	Jeff Leveque	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.72	\$ 95.54			\$ 407.26	\$ 407.26				
5/4/2019	5/8/2019	Jail	Duthie	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.72	\$ 95.54			\$ 407.26	\$ 407.26				
5/4/2019	5/8/2019	Jail	Howard	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.72	\$ 95.54			\$ 407.26	\$ 407.26				
5/4/2019	5/8/2019	Jail	James Pappas	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.72	\$ 95.54			\$ 407.26	\$ 407.26				
5/4/2019	5/8/2019	Jail	Julie McLeod	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.71	\$ 95.54			\$ 407.25	\$ 407.25				
5/6/2019	5/8/2019	Jail	Linden	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.71	\$ 95.55			\$ 407.26	\$ 407.26				
5/6/2019	5/8/2019	Jail	Mack	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.71	\$ 95.55			\$ 407.26	\$ 407.26				
5/4/2019	5/8/2019	Jail	Marquette	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.71	\$ 95.55			\$ 407.26	\$ 407.26				
5/6/2019	5/8/2019	Jail	Powell	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.71	\$ 95.55			\$ 407.26	\$ 407.26				
5/6/2019	5/8/2019	Jail	Turchi	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.71	\$ 95.55			\$ 407.26	\$ 407.26				
5/4/2019	5/8/2019	Jail	Tyler Small	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.71	\$ 95.55			\$ 407.26	\$ 407.26				
5/6/2019	5/8/2019	Jail	VanVleet	Wheeling, WV	Mock Prison Riot Training	\$ 50.00	\$ 261.71	\$ 95.55			\$ 407.26	\$ 407.26				
										JAIL TOTAL:	\$ 12,366.65	\$ 12,366.65				
4/1/2019	4/5/2019	LETS	Trisha Reed	Milwaukee, WI	FTA Drug and Alcohol Conference 2019	\$ -	\$ 552.48	\$ 194.50	\$ 130.00		\$ 876.98			\$ 876.98		
										LETS TOTAL:	\$ 876.98					
4/12/2019	4/20/2019	Planning	Kathleen Kline-Hudson	San Fransisco, CA	American Planning Conference	\$ 735.00	\$ 807.71	\$ 197.62	\$ 672.10		\$ 2,412.43	\$ 2,412.43				
										PLANNING TOTAL:	\$ 2,412.43					
7/13/2019	7/17/2019	Prosecutor	Angela Delvero	National Harbour, MD	NADCP All Rise 19	\$ 745.00	\$ 801.92	\$ 152.34	\$ 520.32		\$ 2,219.58		\$ 2,219.58			
										PROSECUTOR TOTAL:	\$ 2,219.58					
3/17/2019	3/21/2019	Sheriff	Sgt. Schmidt	San Antonio, TX	Central Squares Technologies 2019 Training Event	\$ 233.00	\$ 824.00	\$ 70.45	\$ 601.60		\$ 1,729.05	\$ 1,729.05				
6/3/2019	6/7/2019	Sheriff	Corey Sokol	Sandusky, OH	Ohio Tactical Officers Association	\$ 300.00		\$ 101.78			\$ 401.78	\$ 401.78				
6/3/2019	6/7/2019	Sheriff	Matt Young	Sandusky, OH	Ohio Tactical Officers Association	\$ 300.00	\$ 395.84	\$ 68.03			\$ 763.87	\$ 763.87				
6/3/2019	6/7/2019	Sheriff	James Steinaway	Sandusky, OH	Ohio Tactical Officers Association	\$ 300.00	\$ 395.84	\$ 75.55			\$ 771.39	\$ 771.39				
3/17/2019	3/21/2019	Sheriff	Austin Smith	San Antonio, TX	Central Squares Technologies 2019 Training Event	\$ 233.00	\$ 824.00	\$ 70.46	\$ 601.60		\$ 1,729.06	\$ 1,729.06				
6/3/2019	6/7/2019	Sheriff	Kendall Kretzschmier	Sandusky, OH	Ohio Tactical Officers Association	\$ 300.00	\$ 395.84	\$ 65.17			\$ 761.01	\$ 761.01				
6/3/2019	6/7/2019	Sheriff	Mike Nast	Sandusky, OH	Ohio Tactical Officers Association	\$ 300.00	\$ 395.84	\$ 79.84			\$ 775.68	\$ 775.68				
5/20/2019	5/24/2019	Sheriff	Lee Ann Hazen	Atlantic City, NJ	VCS Conference	\$ -	\$ 433.60	\$ 80.25	\$ 78.44		\$ 592.29	\$ 592.29				
7/19/2019	7/24/2019	Sheriff	Eric Sanborn	Phoenix, AZ	FBINAA National Conference	\$ -	\$ 951.25	\$ 132.39	\$ 520.71		\$ 1,604.35	\$ 1,604.35				
6/3/2019	6/7/2019	Sheriff	Samuel Brooks	Sandusky, OH	Ohio Tactical Officers Association	\$ 300.00	\$ 395.84	\$ 117.97			\$ 813.81	\$ 813.81				
										SHERIFF TOTAL:	\$ 9,942.29	\$ 9,942.29				
4/7/2019	4/12/2019	Veterans	April Townsend	Omaha, Nebraska	National Accredidation for VSO's	\$ 375.00	\$ 157.50	\$ 117.09	\$ 372.60		\$ 1,022.19		\$ 1,022.19			
4/7/2019	4/12/2019	Veterans	Dena Daher	Omaha, Nebraska	National Accredidation for VSO's	\$ 375.00	\$ 157.50	\$ 111.36	\$ 372.60		\$ 1,016.46		\$ 1,016.46			
4/7/2019	4/12/2019	Veterans	Mary Durst	Omaha, Nebraska	National Accredidation for VSO's	\$ 375.00	\$ 315.00	\$ 92.57	\$ 554.20		\$ 1,336.77		\$ 1,336.77			
										VETERANS TOTAL:	\$ 3,375.42					
						2019 GRAND TOTAL:	\$ 24,753.00	\$ 48,458.23	\$ 7,278.64	\$ 19,993.60	\$ 642.08	\$ 101,125.55	\$ 62,172.17	\$ 66,009.88	\$ 22,788.06	\$ 23,522.24
						2018 GRAND TOTAL:	\$ 24,674.16	\$ 41,674.70	\$ 6,362.47	\$ 20,017.25		\$ 92,728.58				
						2017 GRAND TOTAL:	\$ 18,853.28	\$ 28,534.48	\$ 3,709.05	\$ 17,298.71		\$ 68,395.52				
						2016 GRAND TOTAL:	\$ 16,894.78	\$ 30,894.54	\$ 4,268.63	\$ 16,574.45		\$ 68,632.40				