

**Agenda**  
**Tuscola County Board of Commissioners**  
**Committee of the Whole – Monday, June 27, 2016 – 8:00 A.M.**  
**HH Purdy Building - 125 W. Lincoln, Caro, MI**

**Finance**  
Committee Leaders-Commissioners Kirkpatrick and Bierlein

**Primary Finance**

1. EDC New Board Member Appointment and Activity Update
2. Community Assessment - Economic Development Plan – 10 Year Review (See A)
3. Increase Escrowed Funds for Consumers Energy Tax Appeal (See B)
4. GIS Update
5. Health Department Succession Plan for Retiring Health Officer (See C)
6. Potential Health Department Change to DC Retirement for NEW Hires and Potential Bonding for Outstanding Liabilities
7. Information System Technology Activity Update
8. Health Insurance Renewal and Legally Required Proposals
9. Financial Impact 17 Year Olds as Juvenile Change
10. Dashboard Follow-up Regarding (See D)

**On-Going Finance**

1. Jail Planning Committee - Meeting 5-23-16
2. Road Commission Legacy Cost
3. Dispute Concerning Wind Turbine Assessing/Taxation
4. Update Multi-Year County Financial Plan
5. Adult Probation Telephones
6. CGI Communications Video
7. Medical Examiner System
8. Child Care Fund Delayed State Payments
9. 4-H and Courts

**Personnel**  
Committee Leader-Commissioner Trisch

**Primary Personnel**

1. Prosecutor Secretarial Vacancy
2. Equalization Director Replacement
3. County/Court Non-Union Personnel Policies
4. Exemption for Overtime Pay
5. Vehicle Policy Revision
6. DHHS Board Recommended Appointment Form (See E)

On-Going Personnel

**Building and Grounds**  
Committee Leader-Young

**Primary Building and Grounds**

1. Register of Deeds Shelving Project Update
2. Jail Plumbing/Window Update

On-Going Building and Grounds

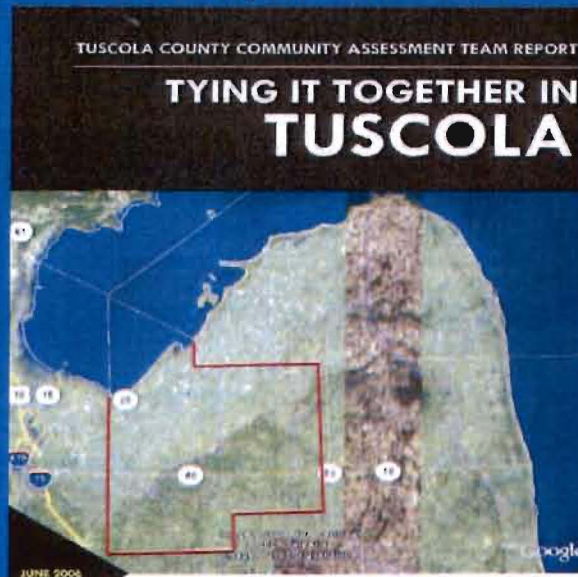
1. Vanderbilt Park Grant Application – Signage Update –Tree Trimming
2. Courthouse Stain Glass Window
3. Fragmities Grant

**Other Business as Necessary**

1. Region VII Area Agency on Aging 2015 Annual Report

**Public Comment Period**

# 10 Year Review of 2006 Economic Development Plan



## Strengths and Weaknesses

- ❑ Strong agriculture - Dairy Farmers of America – organic farming
- ❑ Roth Business Development Center established
- ❑ Tax base from wind turbines
- ❑ Cass River Greenways – Octagon Barn - Biking Trails – Saginaw Bay
- ❑ LEADERS organization
- ❑ Alternative Energy programs
- ❑ Leaking economy – many dollars generated locally spent in other areas limiting local wealth/job creation
- ❑ Youth leaving – lack of employment opportunities
- ❑ EDC has limited budget capabilities – millage funding failed

Michigan State University  
Community Assessment Team Recommendations

- ❑ Strengthen economic development networking – consider use of Leaders group to seed networks – start with manufacturing
- ❑ Assess if an effective new venture development culture exists
- ❑ Develop a realistic tourism/recreation plan - assistance from Parks/Recreation Commission and MSU Extension?
- ❑ Determine status of Thumb Area Tourism Council
- ❑ Consider establishing a Business Coordinator/Ombudsman - consider retired business leaders
- ❑ Gain MSU assistance in development of agriculture added value development plan – including organic potential

Michigan State University  
Community Assessment Team Recommendations

- ❑ Determine how to capitalize on alternative energy development
- ❑ Increase variety of housing - changes needed to accommodate seniors so they can age in place – elder friendly housing
- ❑ Seniors not capitalizing on all state/federal benefits/services – loss to local economy - create inventory of services/programs
- ❑ Recruit senior leadership skills to promote economic growth
- ❑ Evaluate increasing senior millage to fund needs
- ❑ Assess how Board/Commissions can assist with economic development – Board of Commissioners coordinate

## Limited Networking/Collaboration

- ❑ Strengthen collaboration in all sectors education-senior services-manufactures-retail-recreation-historic preservation
- ❑ Manufacturing network critical - Cadillac network effective
- ❑ Frankenmuth good example for tourism
- ❑ Agriculture – good networking example – Farm Bureau
- ❑ Consider using Lead Tuscola members to seed network development and communication

## New Venture Entrepreneurial Development

- ❑ CAT recommends Business Coordinator/Ombudsman - consider retired business leaders
- ❑ Lack of coordinated approaches to new ventures - need networks and clubs for peer to peer support/idea generation
- ❑ Does the community support risk takers? Are there informal coaching opportunities? Determine education role
- ❑ Are regulations overly burdensome?
- ❑ Need to create culture to deliberately nurture entrepreneurship - find and organize local entrepreneurs
- ❑ See check list for entrepreneurial support – appendix 3

## Tourism and Recreation Opportunities

- Determine what the community wants – important for planning - focus on strengths/assets in developing tourism
- 85% of Tuscola visitors are from Michigan - 5% of Detroit leisure market - good considering no interstate
- Greatest need is coordination, assembly, maintenance and distribution of tourism information
- Thumb Area Tourism Council status - data base maintenance
- Determine how to capitalize on agricultural tourism potential
- Consider a Tourism Working Group and develop a tourism plan
- Parks and Recreation Commission serve as the TWG?

## Growing the Economy with Agriculture

- Conduct agricultural asset mapping – diversify agricultural base – assistance from MSU in plan development
- Review potential distribution center for specialty crops
- Review value added through increased livestock production
- Form cooperatives and strategic initiatives with food processing and manufactures
- Strong organic producers – growing market – collective action to increase market access value added potentials
- Determine all organized agricultural groups including organic farmers in the county
- Deal with threats to agriculture sugar beet federal policies

## Alternative Energy Center

- ❑ Wind turbine development – county one of the best land based wind locations
- ❑ Monitor new State-Federal renewal energy requirements
- ❑ Seek business/property owner wind ordinance compromise on siting of additional wind turbines
- ❑ Gain assistance from MSU regarding biodiesel fuel production potential with soybeans
- ❑ Resolve dispute regarding assessing/taxing of wind turbines
- ❑ Ethanol production – monitor federal policies
- ❑ Solar has been increasing in county

## Housing

- ❑ Housing needed changes to accommodate seniors/retirees so they can age in place – elder friendly housing
- ❑ Increase the variety of housing
- ❑ Affordable housing so young people can stay in the area
- ❑ Medical Care Facility has built alternative housing to assist seniors and will likely build more in the future

## Retaining Senior Citizens

- ❑ Create senior services network – celebrate accomplishments
- ❑ Seniors not capitalizing on all state/federal benefits/services – loss of dollars to local economy
- ❑ Create inventory of senior services/programs - publicize
- ❑ Recruit senior leadership skills to promote economic growth – Service Corps of Retired Executives - Silver industries
- ❑ Review a countywide transportation system
- ❑ Housing stock old - not retrofitted to meet needs of seniors – people want to stay in their homes
- ❑ Need more in home health opportunities
- ❑ Evaluate increasing senior millage to fund needs

## Other Recommended Initiatives

- ❑ Join regional economic development alliances, Saginaw, Flint, Port Huron, Frankenmuth etc.
- ❑ Cass River Greenways has been formed and has implemented river cleanup and other improvements
- ❑ Continue work to remediate brownfields
- ❑ Assess how various Board/Commissions can assist with economic development





2016

Crosswinds MTT appeal (Consumer's Power)

PIN	class	Docket	av	tv	pet av	pet tv	av dif	tv dif	av % dif	tv % dof	GF \$ at risk
001-900-351-8100-00	351	16-001676	47,088,300	47,088,300	36,396,500	36,396,500	10,691,800	10,691,800	-22.71%	-22.71%	3,9141
001-900-351-8200-00	351	16-001671	20,560,000	20,560,000	15,841,500	15,841,500	4,718,500	4,718,500	-22.95%	-22.95%	\$41,849
001-900-500-8010-00	551	16-001691	2,693,200	2,693,200	1,163,500	1,163,500	1,529,700	1,529,700	-56.80%	-56.80%	\$18,469
001-900-500-8020-00	551	16-001681	1,082,000	1,082,000	504,000	504,000	578,000	578,000	-53.42%	-53.42%	\$5,987
001-900-550-0700-00	551	16-001670	7,546,500	7,546,500	5,918,100	5,918,100	1,628,400	1,628,400	-21.58%	-21.58%	\$2,262
004-900-350-0200-00	351	16-001673	25,113,700	25,113,700	19,306,500	19,306,500	5,807,200	5,807,200	-23.12%	-23.12%	\$6,374
004-900-350-0300-00	351	16-001677	3,139,200	3,139,200	2,413,500	2,413,500	725,700	725,700	-23.12%	-23.12%	\$22,730
004-900-350-0400-00	351	16-001679	1,569,600	1,569,600	1,206,500	1,206,500	363,100	363,100	-23.13%	-23.13%	\$2,840
004-900-550-1400-00	551	16-001683	1,331,600	1,331,600	620,500	620,500	711,100	711,100	-53.40%	-53.40%	\$1,421
004-900-550-1500-00	551	16-001685	166,500	166,500	77,500	77,500	89,000	89,000	-53.45%	-53.45%	\$2,783
004-900-550-1600-00	551	16-001689	83,200	83,200	39,000	39,000	44,200	44,200	-53.13%	-53.13%	\$348
											\$173

\$105,237

Special Fund at Risk 2017 Budget Year

Bridge/Streets	0.4807	\$12,924
Senior Citizens	0.2000	\$5,377
Medical Care	0.2500	\$6,722
Road Patrol	0.9000	\$24,198
Primary Road Improvements	0.9657	\$25,964
Mosquito Abatement	0.6316	\$16,982
Recycling	0.1500	\$4,033
Veterans	0.1700	\$4,571

©

**mhoagland@tuscolacounty.org**

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**From:** Gretchen Tenbusch <gtenbusch@tchd.us>  
**Sent:** Wednesday, June 22, 2016 2:53 PM  
**To:** BOC Board Assistant Jodi Essenmacher; Tuscola County Controller Mike Hoagland  
**Subject:** Letter from HO selection committee  
**Attachments:** Letter to BOC re HO candidate selected.pdf

Hi,

Attached is the letter from the Health Officer selection committee which is composed of John Bodis, Lisa Pridnia, Robert Witherspoon, Eileen Hiser and Craig Kirkpatrick. The selection committee is recommending Ann Hepfer, RN, BS, to succeed me in November. I wholeheartedly endorse Ann as my replacement. I will be at the Huron BOC on Tues. 6/28/16 to answer questions and Tuscola BOC on Thursday 6/30/16. The motion that I need is found within the last paragraph of the committee selection letter. Once this is complete I will forward Ann's name to the State. Once they approve her, then I will be back at both BOCs to request her formal appointment. Any questions before the meeting, let me know.

Thanks.

**Gretchen Tenbusch, RN, MSA Health Officer**

**Tuscola County Health Department**  
1309 Cleaver Rd Ste B, Caro, MI 48723  
**DIRECT:** (989) 673-8115 **FAX:** (989) 673-7490  
**WEBSITE:** [www.tchd.us](http://www.tchd.us)  
**EMAIL:** [gtenbusch@tchd.us](mailto:gtenbusch@tchd.us)

**Huron County Health Department**  
1142 South Van Dyke, Bad Axe, MI 48413  
**DIRECT:** (989) 269-3302 **FAX:** (989) 269-4181  
**WEBSITE:** [www.hchd.us](http://www.hchd.us)

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## HURON/TUSCOLA ASSOCIATED COUNTY HEALTH DEPARTMENTS

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Gretchen Tenbusch, R.N., M.S.A., Health Officer  
Russell L. Bush, M.D., M.P.H., Medical Director

June 22, 2016

Huron County Board of Commissioners  
250 E. Huron Ave, Ste. 305  
Bad Axe, MI 48413

Tuscola County Board of Commissioners  
125 W. Lincoln St., Ste. 500  
Caro, MI 48723

Dear Commissioners:

The Board of Health Bylaws give the authority to the Executive Committee from the Huron County Board of Health and the Personnel/Finance Committee from the Tuscola County Board of Health to implement policy and procedures for Health Officer/CEO replacement. As you are aware, Ms. Tenbusch has provided her letter of retirement effective 11/18/16. As a result, the recruitment process began on 6/8/16, by the Health Officer Selection Committee comprised of the two Board Committees listed above.

At this time the Health Officer Selection Committee feels the best candidate for the position is Ms. Ann Hepfer, RN, BS. Ms. Hepfer is presently the Nursing Administrator/Deputy Health Officer for the Tuscola County Health Department. She is a Registered Nurse and also holds a Bachelors Degree of Science in Public Administration with an additional concentration in Community Development from Central Michigan University. She has worked in public health since October of 1988. Ms. Hepfer served as a Public Health Nurse I from 10/31/1988 to 04/1/1994. She was then promoted to a Public Health Nurse II Coordinator over HIV and Tobacco Prevention. On 10/01/1998 she was once again promoted to Department Coordinator over the Reproductive Health Unit. From 01/18/01 to 02/04/04 she served as the Assistant Nursing Director. On 02/05/04 she became the Nursing Director over the Health Services Division. It became apparent that Ms. Hepfer was functioning in a much more expanded role than just Nursing Director as she was dealing with issues from several divisions within the organization from building maintenance to Environmental Health. To recognize these management functions across multiple divisions and disciplines, she was promoted to Nursing Administrator on 07/19/2004. At the time the Medical Director served as the Deputy Health Officer, but due to his limited onsite availability, Ms. Hepfer filled the role by default. Over the next eleven years her involvement in the Deputy Health Officer function became an integral component of her job and she was finally officially given the title of Deputy Health Officer/Nursing Administrator in September 2015.

Ms. Hepfer works well with the Administrative staff in both Huron and Tuscola County Health Departments. She has a strong belief in sharing of staff and the need for the Association to remain strong. She has been one of the driving forces in the new Michigan Thumb Public Health Alliance

between Huron, Sanilac, Tuscola and Lapeer Counties. She has overseen most of the Alliance projects to date. She is community orientated and has a strong understanding of population health.

Ms. Hepfer meets the Administrative Rule requirements of a bachelor's degree and 8 years of full-time public health experience as she has a bachelor's degree in Public Administration and exceeds the experience requirement as she has over 27 years working in Public Health. She meets the 5 year requirement of administration of a broad range of public health programs as she has performed the Deputy Health Officer functions since July of 2004 when she was promoted to Nursing Administrator, which is approximately 12 years. This expanded role included oversight of all the divisions at the Tuscola County Health Department as well as regional programs which reached to neighboring health departments. At times this oversight included area hospital and MSUE staff.

The BOH Selection Committee is recommending to both the Huron County Board of Commissioners and the Tuscola County Board of Commissioners to approve via motion, the hiring of Ms. Ann Hepfer as the next Associated Health Officer/CEO for Huron County and Tuscola County with an effective date of 11/18/16, and to approve Ms. Tenbusch to forward Ms. Hepfer's name to seek approval from the Michigan Department of Health and Human Services. The Association to share this key employee will be done via Intergovernmental Agreement.

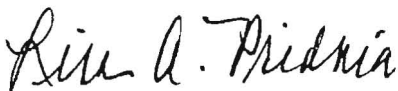
Respectfully Submitted,



John Bodis, Secretary/BOC Rep.  
Huron County Board of Health



Eileen Hiser, Chairperson  
Tuscola County Board of Health



Lisa Pridnia, Vice Chairperson  
Huron County Health Department



Craig Kirkpatrick, Member at Large/BOC Rep.  
Tuscola County Health Department

Robert Witherspoon, Member at Large  
Huron County Health Department

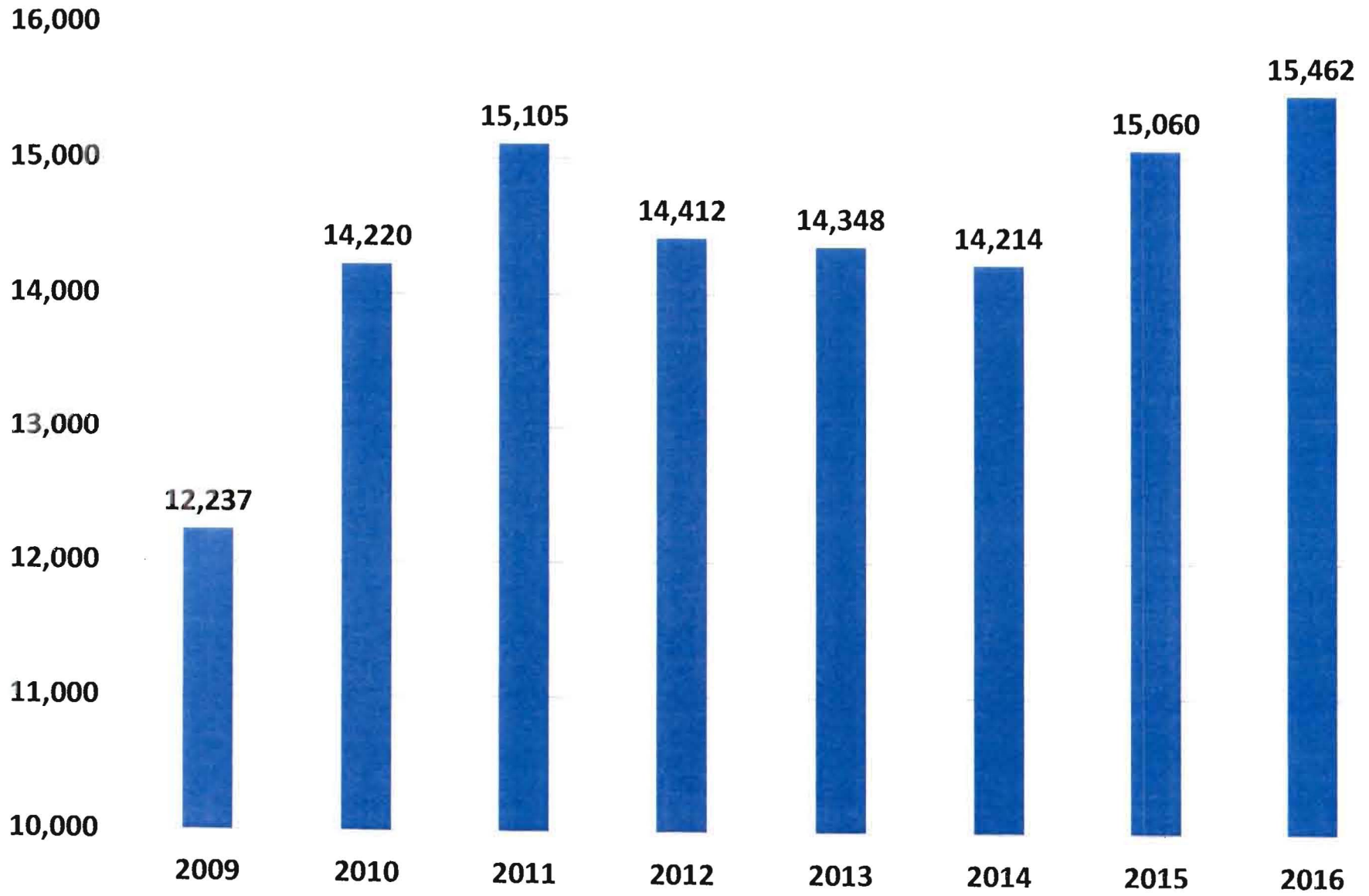


Cc: Huron County Board of Health/Jodi Essenmacher  
Tuscola County Board of Health/Mike Hoagland  
Gretchen Tenbusch, RN, MSA, Health Officer  
Michigan Department of Health and Human Services

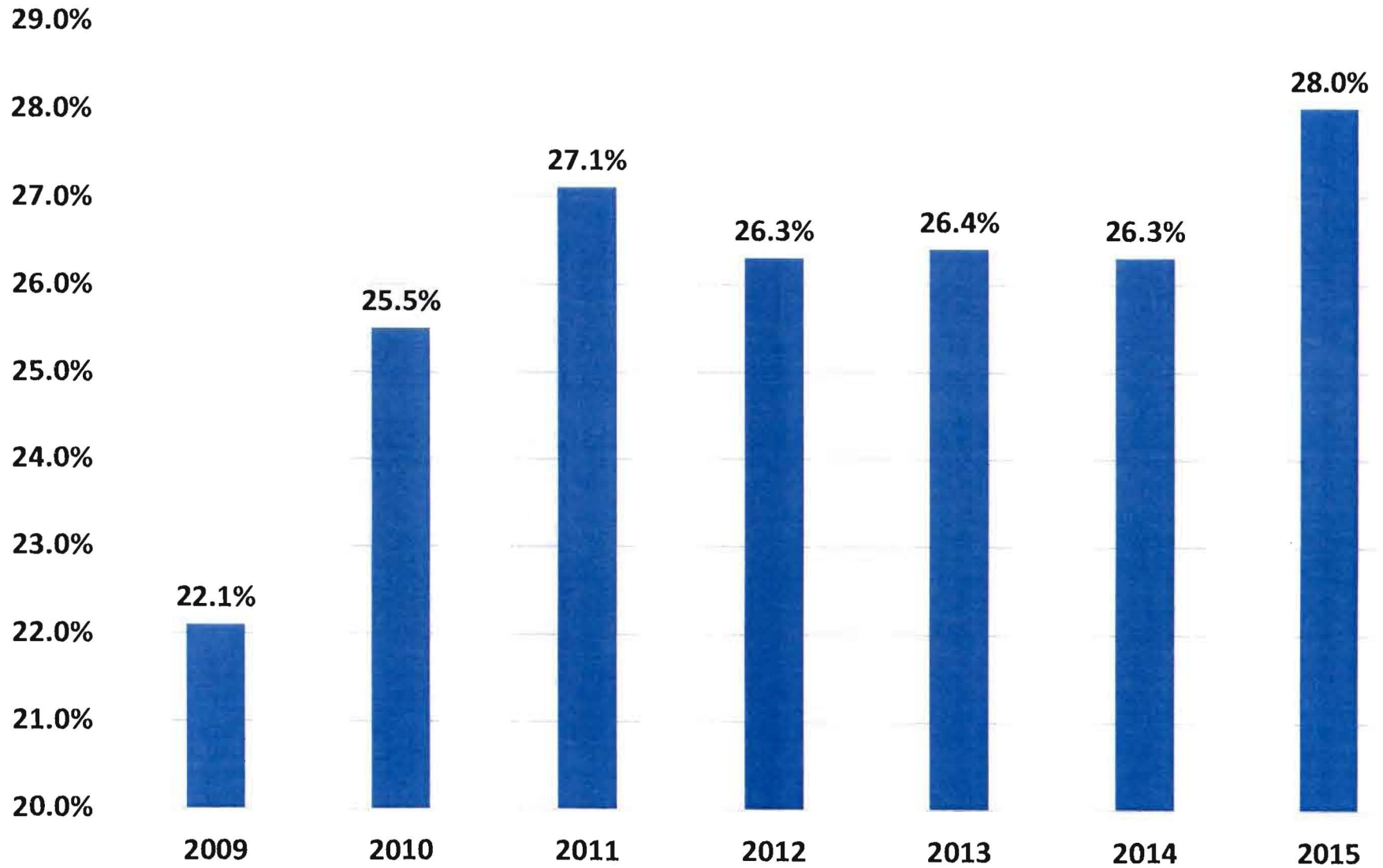
Number of People Receiving Public Assistance in Tuscola County			
Year	Number of Recipients	Change	Percent of Total County Population
2009	12,237	NA	22.1%
2010	14,220	1,983	25.5%
2011	15,105	885	27.1%
2012	14,412	-693	26.3%
2013	14,348	-64	26.4%
2014	14,214	-134	26.3%
2015	15,060	846	28.0%
2016	15,462	402	NA
2009-2016	NA	<b>3,225</b>	
Note: Reported as of January of each year			
Note: This is the unduplicated number of recipient			
Note: Programs include: Family Independence, food assistance, disability, child development and care, Medicaid and Healthy Michigan			
Source: State of Michigan Department of Health and Human Services			



## Number of People Receiving Public Assistance in Tuscola County



## Percent of People Receiving Public Assistance in Tuscola County



**mhoagland@tuscolacounty.org**

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**From:** mhoagland@tuscolacounty.org  
**Sent:** Thursday, June 23, 2016 3:00 PM  
**To:** 'Shelley Jipson-Lomax'  
**Subject:** RE: DHHS Board Appointments

Shelley

Thank you for the application form related to appointment to the DHHS Board. I will share this information with the Tuscola County Board of Commissioners at their next meeting.

Michael R. Hoagland  
Tuscola County Controller/Administrator  
989-672-3700  
[mhoagland@tuscolacounty.org](mailto:mhoagland@tuscolacounty.org)

**VISIT US ON LINE FOR COUNTY SERVICES @ [www.tuscolacounty.org](http://www.tuscolacounty.org)**

**From:** Shelley Jipson-Lomax [mailto:shelley@mcssa.com]  
**Sent:** Thursday, June 23, 2016 1:55 PM  
**To:** mhoagland@tuscolacounty.org  
**Subject:** DHHS Board Appointments

To: Mr. Michael Hoagland

From: Robert VanderZwaag, President  
Michigan County Social Services Association (MCSSA)

Re: MDHHS Board Member Application

Date: June 23, 2016

MCSSA, the professional organization of the Michigan Department of Health and Human Services county board members, representing each county in the state of Michigan, has long desired to enlist high quality, passionate individuals to serve on the county boards in order to advocate on behalf of the individuals in our counties who are in need of public assistance, and also oversee the work of the department. Discussion amongst our membership has revealed that there is a wide discrepancy in the procedures utilized by county commissions to select new board members.

Based upon that information, MCSSA recently convened a group of members to develop an application form that attempts to make potential members fully aware of the responsibilities of board members and allows those making appointments to the county DHHS board to have greater insight into each candidate. We are offering this form for use by any and all counties if a formal procedure does not already exist. If a procedure is already in place that is deemed to be satisfactory to a specific county, please accept our compliments for having developed and made use of an effective procedure.



As a professional organization we want to have high quality board members representing the Michigan Department of Health and Human Services and desire to support each county commission in their pursuit of appointees to county boards. If there are other ways we might be able to assist, our office may be contacted any time. We want to do whatever we can to fulfill our mission: Strengthening Michigan's human services systems through advocacy and education.

MCSSA asks that, as the county administrator/controller, you share this application form with the appropriate person or persons responsible for making appointments to your DHHS board.

Thank you.

Shelley Jipson-Lomax  
MCSSA/MCSCET  
809 Center Street, Suite 4  
Lansing MI 48906  
517.371.5303  
517.371.5310 FAX  
Cell: 517.490.6323  
[www.mcssa.com](http://www.mcssa.com)

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APPLICATION  
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES  
COUNTY BOARD MEMBER

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(must be a legal resident of the county to which you are making application)

Phone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

Please list prior and/or current experience with community organizations/activities including both those involved with human services and those pertaining to other areas:

Why are you making application to serve as a county Department of Health and Human Services Board member?

As a county DHHS board member are you expected to perform the functions listed below. Please check all with which you believe you are able to comply.

LEGAL RESPONSIBILITIES:

\_\_\_\_\_ Attend monthly scheduled county Department of Health and Human Services Board meetings.

Where appropriate, work to fulfill responsibilities with regard to:

\_\_\_\_\_ - representing DHHS to my community

\_\_\_\_\_ - representing my community to DHHS

\_\_\_\_\_ - act as an agent for county commissioners in the development of coordinated approaches to the delivery of social services as needed

\_\_\_\_\_ - cooperate with state DHHS, and public and private social services agencies within the county as needed

\_\_\_\_\_ - join in cooperative efforts to ensure programs are administered in total compliance with state and federal laws

- \_\_\_\_\_ - work to ensure that locally funded programs are administered in compliance with local requirements and are not incompatible with basic state and federal regulations

LOCAL COMMUNICATIONS AND CONTACT:

- \_\_\_\_\_ Maintain an active and open contact with local citizens in order to reflect the needs and concerns of my community.
- \_\_\_\_\_ Maintain an active and open communication link with government officials at both county and state levels.
- \_\_\_\_\_ Act as spokesperson for DHHS to local groups regarding welfare programs and issues.
- \_\_\_\_\_ Conduct an annual review of social services programs operating in my county.
- \_\_\_\_\_ Review and submit recommendations on all purchase of service contracts for programs administered by state DHHS that involve contracts from eligible public or private agencies within the county.

INVOLVEMENT WITH MICHIGAN COUNTY SOCIAL SERVICES ASSOCIATION:

(MCSSA is a statewide organization, addressed in statute as the organization to provide advice to the state director of the DHHS, and the professional organization to which you become a member when appointed to the county DHHS board.)

- \_\_\_\_\_ - participate in district meetings
- \_\_\_\_\_ - participate in a committee of the association
- \_\_\_\_\_ - serve on the MCSSA board or as an officer of the association
- \_\_\_\_\_ - attend MCSSA conferences and training seminars (twice annually)

PERSONAL DEVELOPMENT:

- \_\_\_\_\_ Read materials concerning board issues and come fully prepared to board meetings
- \_\_\_\_\_ Act in concert with the full board unless authorized by the board to do otherwise
- \_\_\_\_\_ Support action of the full board in public, even if I disagree with decisions

DIRECTOR/BOARD RELATIONSHIP:

- \_\_\_\_\_ Play an active role in the selection of the director
- \_\_\_\_\_ Evaluate the director at six months and annually thereafter
- \_\_\_\_\_ Make every effort possible to learn how, in conjunction with fellow board members, to be conscious of county organizational needs in order to assist in resolving conflicts and meeting needs