AGENDA
WASHTENAW COUNTY
WAYS & MEANS COMMITTEE
September 1, 2021

6:30 PM
Remote Meeting:
View the Meeting: https//www.washtenaw.org/Webcast
Participate via Zoom: https://washtenaw.me/BOCZoom
Participate via Phone: dial 1 (312) 626-6799 or toll free 1 (877) 853-5257
Webinar ID: 923 2350 2362, Passcode: 117165
www.washtenaw.org

I. Roll Call

II. Citizen Participation

III. Commissioner Follow-Up To Citizen Participation

IV. New Business

A. Public Defender

1. 2021-2022 MIDC Compliance Plan and Annual Budget

- Ratifying the 2021/2022 Michigan Indigent Defense Commission(MIDC) Compliance Plan for the period of October 1, 2021 to September 30, 2022
- Authorizing the 2021/2022 Public Defender Budget
    - State (MIDC) Revenue: $4,058,516
    - Local (Court) Revenue: $ 242,694
    - County General Fund: $3,228,983
    - **TOTAL 21/22 Budget: $7,530,193**

- Authorizing the following position modifications, resulting in a net increase of 10.0 FTE:
    - Eliminate the following 1.0 FTE:
        - 1.0 FTE Management Analyst
          Group 4100, Grade 27/29
          Salary Range: $40,657 - $68,751
    - Create the following 11.0 FTE
        - 1.0 FTE Social Worker Supervisor
          Group 2000, Grade 78
          Salary Range: $58,673-$78,457
        - 2.0 FTE Paralegal
          Group 1100, Grade 19
          Salary Range: $39,933 - $49,747
        - 2.0 FTE Senior Management Analyst
          Group 4100, Grade 30
          Salary Range: $54,776 - $77,963

- 3.0 FTE Assistant Public Defender
  Group 2900, Grade 28/30/32
  Salary Range: $57,360 - $94,308
- 3.0 FTE Legal Clerk
  Group 1000, Grade 17
  Salary Range: $37,271 - $46,119

RECOMMENDATION: Approval

B. Community Mental Health

1. 2020 - 2021 Final Budget Amendment

- Approving the final budget amendment for Community Mental Health 2020 - 21 budget
- For the period of October 1, 2020 to September 30, 2021

- To amend the previously adopted 2020/21 Community Mental Health budget to reflect the changes and projected final outcomes for WCCMH in FY 2021
- For the provision of services to eligible Washtenaw County residents with developmental disabilities, serious mental illness, co-occuring serious mental illness and substance use conditions, and to children with serious emotional disturbances

- Approves the budget adjustment in the amount of $982,967
  - Original Budget: $89,101,248
  - Amended Budget: $90,084,215

- This budget includes modifications to right-size Vocational Service staffing with the demand for service and the reallocation of structural dollars and staff to other programs.
- Overall, the modifications include 21 position eliminations; these eliminations will fund 2 position creations, 8 positions being removed from Hold/Vacant, and 7.5 positions that are active and vacant and being moved from other funding sources

- Impact on Human Resources:
  - Eliminate the following 21.0 FTE *(Effective 9/30/21)*:
    - 21.0 FTE Skills Trainer
      Group 1100, Grade 11
      Salary Range: $30,642 to $37,271

- Create the following 2.0 FTE *(Effective 10/1/21)*:
    - 2.0 FTE Supports Coordinator
      Group 1000, Grade 21
      Salary Range: $42,856 to $55,697

- Remove the following 8.0 FTE from Hold/Vacant *(Effective 10/1/21)*:
    - 5.0 FTE Client Service Manager
      Group 1000, Grade 21
      Salary Range: $42,856 to $55,697
    - 3.0 FTE Mental Health Professional
      Group 1000, Grade 23
      Salary Range: $46,119 to $60,056

- This budget reflects Medicaid revenue adjustments to account for the pass-through of temporary wage increases for aide level workers providing critical supports to recipients of mental health service during the COVID-19 pandemic.

RECOMMENDATION: Approval

2. 2021 - 2022 Annual Operating Budget

- Approving the budget in the amount of $93,029,268
- For the period of October 1, 2021 through September 30, 2022
- Authorizing the County Administrator to approve the service agreement with Washteneaw County Community Mental Health (WCCMH), the Community Mental Health Partnership of Southeast Michigan (CMHPSM), and the Michigan Department of Health and Human Services (MDHHS)

- For the provision of services to eligible Washtenaw County residents with developmental disabilities, serious mental illness, co-occurring serious mental illness and substance abuse conditions, and to children with serious emotional disturbances

- Including the following revenues:
    - Federal Revenue -- $115,522
    - State Revenue -- $87,794,532
    - Local Revenue -- $808,027
    - Fees & Services -- $795,000
    - Other Revenue & Reimbursements -- $1,764,426
    - County General Fund -- $1,751,761

- The county satisfies the required mental health support requirement via an annual appropriation to the regional CMHPSM. These funds are used locally to match state and federal funding sources

- County General Fund support in this manner totals $1,751,761:
    - $1,528,080 is appropriated annually to fulfill the match requirements of WCCMH
    - $165,190 to support mental health services in the jail
    - $50,000 in additional appropriation support authorized via Resolution #19-206
    - $5,500 to support emergency Shelter Funds
    - 2,991 for PDQ increases authorized via Resolution #20-198

RECOMMENDATION: Approval

C. Health Department

1. FY2020 - 21 Final Budget Amendment

- Approving the final budget adjustment for the 2020-21 Washtenaw County Health Department Comprehensive Agreement

- This budget adjustment reflects necessary modifications due to the on-going COVID-19 response, including additional MDHHS appropriations primarily for COVID response and unspent funds returned to MDHSS due to staff being redirected to COVID response efforts

- The WCHD revised budget for fiscal year 2020-21 ending September 30, 2021 will increase from 16,619,666 to 17,826,693.
- The indirect cost included in this budget are $1,852,054

RECOMMENDATION: Approval

2. FY2021 - 2022 Annual Comprehensive Agreement

- Authorizing the signature of the County Administrator
- To the Michigan Department of Health and Human Services
- For the period of October 1, 2021 through September 30, 2022
- The budget includes the following revenues:
    - General Fund Appropriation -- $5,146,638
    - Licenses and Permits -- $1,921,537
    - Federal Revenue -- $5,668,475
    - State Revenue -- $2,549,027

    - Local Revenue -- $1,550,583
    - Fees and Services -- $501,482
    - Other Revenue and Reimbursements -- $416,673
    - In-Kind Contributions -- $100,000
    - Transfers In -- $5,124,835
- Approving the following position reclassifications and creations
  - Reclass the following 3.0 FTE
  - Eliminate 3.0 FTE
    - 1.0 FTE Health Educator I/II/III
      Group 1000, Grade 20/22/24
      Salary Range: $41,369 to $62,783
    - 1.0 FTE WHP Outreach Worker
      Group 4100, Grade 27
      Salary Range: $40,657 to $57,865
    - 1.0 FTE Management Assistant
      Group 4100, Grade 27
      Salary Range: $41,369 to $62,783
  - Create 3.0 FTE
    - 1.0 FTE Health Promotion Coordinator
      Group 1000, Grade 20/22/24
      Salary Range: $41,369 to $62,783
    - 1.0 FTE WHP Outreach Coordinator
      Group 1000, Grade 23
      Salary Range: $46,119 to $60,056
    - 1.0 FTE WHP Operations Coordinator
      Group 4100, Grade 28
      Salary Range: $44,314 to $63,074

- Create the following 9.5 FTE
  - 1.0 FTE WHP Program Manager
    Group 4100, Grade 31
    Salary Range: $59,332 to $87,826
  - 2.0 FTE Community Health Worker
    Group 1100, Grade 13/15
    Salary Range: $32,625 to $42,856
  - 1.0 FTE Member Services Specialist
    Group 1100, Grade 17
    Salary Range: $37,271 to $46,119
  - 1.0 FTE Customer Service Specialist I/II/III
    Group 1100, Grade 16/18/20
    Salary Range: $36,018 to $53,609
  - 0.5 FTE Biologics Clerk
    Group 1100, Grade 18
    Salary Range: $38,523 to $47,894
  - 1.0 Nurse Coordinator I/II
    Group 3000, Grade 26/27
    Salary Range: $54,053 to $64,015

- 3.0 FTE Public Health Nurse I/II
  Group 3000, Grade 23/24
  Salary Range: $46,913 to $64,015

- Upon receipt of funding in conformity with the comprehensive agreement:
  - Authorizes the budget, as attached hereto and made a part hereof
  - Authorizes the administrator to sign delegate contracts upon review by Corporation Counsel, to be filed with the County Clerk

RECOMMENDATION: Approval

D. Information and Technology Services

1. Above Midpoint Hire for Jeffrey T. Rose as Director of Information and Technology Services

- Authorizing the hiring of the Director of Information and Technology Services at an annual salary of $128,926
- The requested salary is within range ($81,542 - $128,926) for a Non-Union Grade 34 position
- The preferred candidate has qualifications and experience that meet or exceed requirements for this position

RECOMMENDATION: Approval

E. Risk Management

1. Approval of Insurance Premiums for October 1, 2021 to October 1, 2022

- Renewal of the following insurance coverages for the period of October 1, 2021 to October 1, 2022:(1) property and boiler and machinery, (2) general liability, law enforcement liability, public officials liability, and auto liability, (3) crime, (4) fiduciary liability, (5) lawyers professional, (6) judicial liability, (7) medical professional, (8) excess crime and (9) Liquor Liability
- The total premium for these policies is $1,183,437 resulting in an increase of $27,251 or 2.3% over 2020/2021 levels

RECOMMENDATION: Approval

F. Board of Commissioners

1. Obligating American Rescue Plan and Other Funds

- Obligating up to $24,746,642 in American Rescue Plan Act funds and up to $5,785,500 from the County General Fund for the following programs:
    - Childcare access
    - Children's savings accounts
    - Countywide broadband access
    - Broadband affordability
    - Weatherization services
    - Account for lost revenues

RECOMMENDATION: Approval

G. Administration

1. State Assistance to address damage from June 25-26 Flood Event

    - To ratify the receipt of $212,150 from the State of Michigan to support the response to damage due to the June 25-26 weather event

    RECOMMENDATION: Approval

2. 2021 General Fund and Non-General Fund Budget Adjustments

    - Through the second quarter, total projected revenues are more than total projected expenditures for a projected surplus of 5.2M.
    - Adjustments needed to bring the General Fund Budget in-line with projections.
        - Nonstructural adjustment for fiscal year 2021 only resulting in an increase to intergovernmental revenues in the amount of $320,378 for State of Michigan payments.
        - Nonstructural adjustment for fiscal year 2021 only resulting in an increase to revenues in the amount of $1,014,030 for surplus property as a result of the sale of Platt Road property.

    - Adjustments needed to bring non-general fund budgets in-line with projections.
        - Nonstructural adjustment in the amount of $862,169 to the Sheriff's Office 911 State Fund for fiscal year 2021
        - Nonstructural adjustment in the amount of $147,311 to the Facilities Replacements Fund for fiscal year 2021
        - Nonstructural adjustment in the amount of $214,914 to the IT Replacements Fund for fiscal year 2021
        - Structural adjustment in the amount of $36,000 to the Community Engagement Fund within the Sheriff's Office for 2021, 2022. 2023, and 2024

    RECOMMENDATION: Approval

V. Report of the County Administrator

   A. 2nd Quarter Budget Update

   B. 2nd Quarter Budget Adjustment Report

VI. Report of the Chair of the Board

VII. Report of the Chair of Ways and Means

VIII. Items for Current/Future Discussion

IX. Pending

X. Adjournment

Next Ways & Means Committee Meeting
September 15, 2021
Remote Meeting: https://washtenaw.me/BOCZoom
6:30 PM