

PERSONNEL/WAYS & MEANS COMMITTEE

Kimberly L. Murphy
County Administrator

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MEMBERS

Kevon Martis, Ralph Tillotson
Committee of the Whole
301 N. Main St, Adrian, MI 49221

MEETING LOCATION

Chambers

Minutes: Tuesday, February 11, 2025

I. Call to Order

The meeting was called to order at 10:00 am by Comm. Martis

Present: Commissioners: David Aungst, Beth Blanco, Terry Collins, James Daly, Dustin Krasny, Kevon Martis, Ralph Tillotson, David Stimpson, James Van Doren

Also Present: Administrator Kim Murphy, Corporate Counsel John Gillooly, Deputy Administrator Shannon Elliott, Sheriff Troy Bevier, Community Development Coordinator Francine Zysk, Treasurer Erin VanDyke, Human Resources Director Bev Ahlers, Human Resources Assistant Rachel McAran, Accountant Matt Turgeon, Finance Director Dan Zimolzak, Administrative Coordinator Carissa Zubke, Budget Analyst Tracy Stace, Marketing & Communications Coordinator Jen Ambrose, Airport Manager Thomas Kendziora, Drain Commissioner Ed Scheffler, Department on Aging Director Cari Rebottaro, Ian Wendt (WLEN), David Panian (Daily Telegram), Dr. Joel Robertson, County Clerk Roxann Holloway, Stephanie Ward- Mead & Hunt

II. Approval of Minutes

A. Approval of Minutes: January 7, 2025

Motion by Van Doren to approve the minutes of January 7, 2025, seconded by Collins. Motion carried.

III. Public Comment (on any agenda item)

None.

IV. Rules

A. **Request:** Rules & Regulations

Attached is a copy of the Board of Commissioners Rules & Regulations that include minor changes and will be voted on next month. Any other recommended changes may be submitted to Administrator Murphy.

V. Board Appointments

A. February Statement

There is one appointment being requested to the Solid Waste and Materials Management Committee. Comm. Stimpson informed the committee that this is a replacement for the previous City of Adrian appointment.

Materials Management Planning Committee ~ 11 Members | 5 year term
Matthew Tomaszewski, Composting Site 5/29

Solid Waste Coordinating Committee - 9 members - 3 year term
Matthew Tomaszewski, City of Adrian 12/25

Motion by Collins, to recommend appointment to the Board of Commissioners, seconded by Van Doren. Motion carried.

VI. Personnel Business

A. Employment Changes

January employee changes report is included in the packet. No discussion.

B. Unemployment Insurance

*Since 1995, all County funds and departments have been uniformly assessed a percentage of total payroll to cover unemployment claims. At the current time, premium charges to department's for 2025 will be the same, 0.3% of payroll.
There is no action required.*

C. Employee Anniversaries

A weekly update is sent to all County Employees and recently, employee work anniversaries have been added. Administrator Murphy discussed how this is a great way to recognize those, who have been a County employee anywhere from 1 year to 35+ years.

D. Other Personnel Business

1) Request: Tuition Reimbursement - Administrator's Office

The request is to approve a tuition reimbursement for an employee, for two classes, to pursue a Master's degree in the field of current employment. The total reimbursement cost per class would be \$834.20 and would be funded from Admin-Tuition reimbursement account #101.172.870.

Motion by VanDoren, to recommend approving the tuition reimbursement application for 2 classes in the amount of \$834.20, per class, to the Board of Commissioners, seconded by Blanco. Motion carried.

VII. Ways & Means Business

A. Finance Reports

Administrator Murphy reviewed the YTD revenues/expenditures in the General Fund and Fund Equity Reports.

B. Presentation: Dr. Robertson ~ Robertson Brain Health

Dr. Joel Robertson, CEO of Robertson Brain Health (RBH) gave a presentation on his program and the benefits. Robertson Brain Health is a preventative health company and works with various groups from professional athletes to large Fortune 500 companies. The company is data based and was the recipient of the Microsoft ComputerWorld Honors Award, voted Top 5 in the World, and the 1st and only company recognized by Blue Cross & Blue Shield for preventative health.

There are two programs available: Protect the Protectors is solely for Law Enforcement agencies and The Brain Project is available for Government, Educational institutes, professional Athletes, and Corporations.

Population Statistics of those that have enrolled in Robertson Brain health were reviewed and include approximately 1,500 people, pre and post=pandemic. The statistics include overall feeling of stress, self-medication, trouble sleeping, memory, negative thoughts, and more. Dr Robertson stated Anxiety and Depression are overall on the rise.

The program also provides Disease Risk Predictors, Cardiac Disease and Diabetes being moderate to high risk for Government Employees.

Dr. Robertson further discussed how have other Health & Wellness programs done in the past? The CDC states 71% of employees recognize there is a need for improvement however only approximately 11% will utilize an employee sponsored programs.

*So what is next? There is a need to change Societal thinking. Dr. Robertson reviewed that people need to know what they **will** do, versus what they **should** do. Education about a disease rarely changes the lifestyle. People want immediate feedback versus the longer feedback that most behavioral changes require.*

Robertson Brain Health (RBH) uses artificial intelligence, predictive analytics, population grouping and inference logic, to predict diseases, moods, and behaviors you are likely to develop or have developed and prevent them or reduce their impact on health, performance, and relationships. Participants receive personalized information that is aimed to address Overall Health, Performance, and Relationships.

The National Institutes of Health and World Health Organization state Genetics, Environment, and Lifestyle influence your physical and mental health. RBH breaks this down to:

- Cards You're Dealt- Genetics & Environment*
- Choices You Make- Environment & Lifestyle*
- Things that can Happen- Life Changes*

The backbone of the RBH program is a CIPAA compliant online assessment regarding family and personal history, environment, symptoms, and what you are doing now. The assessment includes a series of true and false questions with 287,000 variables to be

determined. The assessment generates and BHAR- Brain Health Assessment and Recommendations, a 50+ pages of findings and recommendations.

Dr. Robertson reviewed data that showed participants initial score, mid-score, and score after 2 years. Every risk factor decreased, with the most improvement to Sleep, Stress, and low energy. Participants who have used the program provided feedback and 83%, after 2 years, would use the program again.

The CDC estimates a cost per disease and using that information, the average Robertson Brain Health participant will save \$29,000 in lifetime out-of-pocket expenses, In turn, there is an average savings for the company, per employee in health care costs and lost productivity per year. Dr. Robertson stated they offer a 5-year program, and recommends at least a 3 year program, to allow for permanent changes to be made.

An overview of what the Pilot program was reviewed. 2 Cohorts are being proposed for a total of 64 people. This would include the First Responders, MSC leadership/supervisor, and 3 Administration staff being first, and Department Heads in the second Cohort.

Robertson Brain Health offers those enrolled group classes and 1:1 classes. All staff members hold either a RN or Master's degree.

C. Request: 2025 Pilot Program

Administrator Murphy reviewed the request to begin a Pilot with Roberston Brain Health. This would consist of 2 Cohorts, the first with 24 participants including command staff at the Sheriff's Office, Jail, Central Dispatch, leadership from the governmental sector at MSC and the Administrator's office. The second cohort consists of approximately 40 people, that will be the department heads and their second. Law Enforcement personnel at \$500 per person and governmental employees are \$750 per person. The total cost for the Pilot Program is \$45,250. Administrator Murphy discussed the funding for this program. The County's insurance carrier, MMRMA, our risk management agency provides an annual Net Asset Distribution. This is an average of \$200,000 annually and is not budgeted for, providing a sufficient amount for this program.

Murphy and various department heads discussed this at the Criminal Justice meeting last week. Department Heads, in very different areas of County government, can see the benefits to themselves and their employees, for the different stress they see in their position.

Motion by Collins, seconded by Aungst to recommend starting the 2025 Pilot Program with Robertson Brain Health, in the amount of \$45,250, to the Board of Commissioners. Motion carried.

Discussions were held regarding the benefits of offering RBH to all County employees at the beginning. Dr. Robertson discussed there is some cost savings to have all County employees enrolled/offered, however is not required to be done all at once. If the Commission decides to make this available to all employees in the future, the cost savings could be received at a later date. Dr. Robertson emphasized that those enrolled are place in cohorts, with staggered start times.

Administrator Murphy stated that either could be done. Murphy recognizes the importance of starting with leadership, to impact themselves and the departments they oversee.

Admin. Murphy has mapped out what a 3 year contract with Robertson Brain Health would look like. To offer RBH to all County employees, the expense is \$129,250 annually, on a 3 year program.

It was further discussed that additional Cohorts could begin later in 2025, if the Committee wishes.

D. Request: Pollution Insurance Renewal

Deputy Shannon Elliott reviewed the need for additional Pollution Insurance that is obtained from Kapnick Insurance in the amount of \$18,245.00. Our primary risk management carried, MMRMA-Michigan Municipal Risk Management Authority does not cover pollution insurance. This fee is divided equally between Airport, Drain Commission, General Funds, and Solid Waste departments.

Motion by Vandoren, to recommend approving the Administrator to sign annual pollution insurance with Kapnick Insurance for \$18,245.00, to the Board of Commissioners, seconded by Tillotson. Motion carried.

E. Request: MSU Extension Annual Agreement

The request is to renew the annual agreement between MSU Extension Services and Lenawee County for \$157,062.00 and authorize the Board Chairman to sign.

This agreement allows residents the ability to enjoy various services provided by the extension, locally. The 2025 amount was included in the budget.

Motion by Tillotson, to recommend approving the MSU Extension annual agreement for \$157,062 and authorize Board Chairman to sign, seconded by Collins. Motion carried.

F. Request: Juvenile Justice Grant - MSC

Deputy Shannon Elliott MDHHS opened a grant last year for Juvenile Justice Infrastructure Grant. Lenawee County has been awarded \$1.3 million with a County matching total of \$500,000, for a project total of \$1.8 million. It has been determined that the existing detention center at MSC, hygiene infrastructure needs to be replaced. This will update plumbing, piping, and valves that are outdated and aging and includes toilets, sinks, fixtures and need to remove/replace the flooring, paints, and doors.

The request is to recommend authorizing the County Administrator to sign the Juvenile Justice Grant and allocate \$500,000 from the Contingency division of the Capital Fund, to the Board of Commissioners.

Deputy Elliott stated this project will impact 18 of the current 26 beds; 8 of the existing units are not needed for the same repairs.

Motion by VanDoren, to recommend authorizing the County Administrator to sign

MDHHS grant and allocate \$500,000 from Contingency Fund, as a grant match, to the Board of Commissioners, seconded by Blanco. Motion carried.

G. Committee Referrals/Recommendations

1) **Request:** Airport Runway End Identification Light Project

Lenawee County Airport is partnering with Mead & Hunt for a (REIL) Runway End Identification Light replacement project and was presented to the Airport Commission last week.

The replacement project is part of the Airport Improvement Plan and will be funded with the BIL grant previously awarded. This part of the project is the Design Phase with an expense of \$19,780.00.

Bids for the project completion will be placed soon and the second phase of the project will come before the Commission in the near future.

Motion by Collins, to recommend entering into a professional engineering service contract with Mead & Hunt for the REIL project design phase, for \$19,780 to the Board of Commissioners, seconded by Blanco. Motion carried.

2) **Request:** MSC- Furniture, Fixtures, & Equipment

Deputy Elliott stated the furniture at the new MSC build has been divided into two sections, a Detention scope and Office/Classroom scope. This request is for the purchase of FF&E in the office/classrooms structures are MSC. Several dealers were invited to provide pre-negotiated pricing and 4 quotes were returned; Abonmarche Byce, Architect and Engineer firm has recommended the quotes from Great Lakes Furniture Supply and Office Design Furnishings. The recommendation is to enter into an agreement directly with these vendors to ensure purchases are tax-exempt.

The recommended quotes are from: Great Lakes Furniture Supply for \$5,549, V/S America for \$7,975, and Office Design Furnishings for \$78,001.

Motion by Blanco to recommend accepting the three (3) quotes for furniture, fixtures, and equipment at MSC, for a total of \$91,525, to Board of Commissioners, seconded by Krasny. Motion carried.

3) **Request:** 2025 Mobile Data Terminal Upgrade

This was presented to the IT/Equalization Committee last week. The request is for Lenawee County to enter into a lease agreement for Mobile Data Terminal upgrade. This will update computer software in each patrol car, allowing municipal law enforcement to use the County data.

This program was last updated in 2018 and devices are now aging. There is an agreement between the County and each municipality, where the County is reimbursed with each agreement, on an annual basis. The program is paid over a 5-year period. The total being \$163,016.00 which comes to \$35,588.95 annually.

Motion by Krasny to recommend approving the Mobile Data Terminal upgrade for Law enforcement vehicles for \$163,016.00, over 5 years, to the Board of Commissioners, seconded by Van Doren. Motion carried.

H. **Request:** Closed Session- OMA 15.268 Sec. 8 (d)

Motion by Tillotson, seconded by Van Doren to go into Closed session. Motion passed by unanimous roll call vote.

Committee went in to at closed session 11:16am.

Motion by Blanco to resume regular meeting at 11:52am, seconded by Collins. Passed by unanimous roll call vote. Motion carried.

I. Other Ways & Means Business

None.

VIII. Additional Items for Consent Agenda

None.

IX. Public Comment (on any non-agenda item)

None.

X. Commissioner Comment

None.

XI. Adjournment

Motion by Van Doren to adjourn at 11:54am, seconded by Tillotson. Motion carried.