

BOARD OF COMMISSIONERS 2012 WORK PLAN OUTLINE

DRAFTED 12/20/11

Updated 1/28/2012

#	WORK PLAN SUBJECT/DEPARTMENT	WORK PLAN SUBJECT DESCRIPTION	BEGIN ACTION	END ACTION	STATUS
1	CBA-ASSISTANT PROSECUTORS	COMPLETE CBA AND FINALIZE NEW AGREEMENT WITH UNION	JANUARY	FEBRUARY	IN PROGRESS
2	CBA-SHERIFF COMMAND OFFICERS	COMPLETE CBA AND FINALIZE NEW AGREEMENT WITH UNION. INCLUDING 312 ARBITRATION-IF NEEDED	JANUARY		IN PROGRESS
3	CBA-SHERIFF DEPUTIES	COMPLETE CBA AND FINALIZE NEW AGREEMENT WITH UNION. INCLUDING 312 ARBITRATION-IF NEEDED	JANUARY		IN PROGRESS
4	CBA-FRIEND OF THE COURT	BEGIN NEGOTIATIONS WITH UAW FRIEND OF THE COURT UNION FOR CBA EXPIRING 12/31/2012 DEVELOP FRAMEWORK FOR NEGOTIATING TEAM (16 Employees)	OCTOBER	DECEMBER	
5	CBA-PROBATION OFFICERS-FAMILY COURT	BEGIN NEGOTIATIONS WITH UAW PROBATE CT PROBATION OFFICERS UNION FOR CBA EXPIRING 12/31/2012 DEVELOP FRAMEWORK FOR NEGOTIATING TEAM (7 Employees)	OCTOBER	DECEMBER	
6	CBA-YOUTH CENTER SUPERVISORS	BEGIN NEGOTIATIONS WITH UAW YOUTH CENTER SUPERVISORS UNION FOR CBA EXPIRING 12/31/2012 DEVELOP FRAMEWORK FOR NEGOTIATING TEAM (4 Employees)	OCTOBER	DECEMBER	
7	CBA-CORRECTIONS OFFICERS	BEGIN NEGOTIATIONS WITH POAM CORRECTIONS OFFICERS UNION FOR CBA EXPIRING 12/31/2012 DEVELOP FRAMEWORK FOR NEGOTIATING TEAM (64 Employees)	SEPTEMBER	DECEMBER	
8	FACILITY CONSOLIDATION	ONGOING WORK AT CONSOLIDATION OF OPERATIONS/OFFICES INTO EXISTING FACILITIES. EXPLORE THE POTENTIAL SAVINGS, 1 STOP & INTEGRATED PUBLIC SERVICES & BETTER USE OF SPACE CONTINUE TO FIND USE/LESSEE /BUYER FOR FORMER HARBOR LIGHT FACILITY CONTINUE TO FIND USE/LESSEE/BUYER FOR COOP. EXTENSION FACILITY-NEW SPACE FOR EXTENSION	JANUARY	OCTOBER	IN PROGRESS
9	COMMUNITY DENTAL CLINIC	DETERMINE THE VIABILITY OF AN EXPANDED DENTAL CLINIC UNDER DIFFERENCE ALTERNATIVES IF NOT A VIABLE PLAN, CONSIDER OTHER USE OF 3,300 SQ. FT OF PUBLIC HEALTH FACILITY SPACE	JAN-FEB.	SEPTEMBER	IN PROGRESS
10	EMPLOYMENT STRATEGY	DEVELOPMENT OF COMPREHENSIVE EMPLOYMENT STRATEGY	JANUARY	FEBRUARY	
11	PENSION ORDINANCE	UPDATE THE PENSION ORDINANCE AS NECESSARY. RECEIVE RECOMMENDATIONS FROM MCERS BOARD AND CONSIDER FOR APPROVAL BY BOARD OF COMMISSIONERS	JANUARY	SEPTEMBER	
12	POLICY COMPREHENSIVE UPDATE	REVIEW, EDIT, ADD TO, DELETE AS APPROPRIATE THE INVENTORY OF COUNTY POLICIES TO UPDATE AS NECESSARY FOR RELEVANCE, COMPLIANCE, ETC.	JANUARY	DECEMBER	
13	BONDING OF PROJECT FINANCING	CONSIDER APPROVAL OF PROJECTS FINANCED VIA BOND SALES AS FOLLOWS: COUNTY AGENCY: EXETER TWP. DRINKING WATER REVOLVING FUND \$2,755,000 COUNTY AGENCY: MONROE METROPOLITAN WASTER WATER TREATMENT PLANT-STATE REVOLVING FUND-\$18,000,000 DUNDEE SEWER PROJECT REFUNDING, FROM 2004 ISSUE RELATED TO GEMA PLANT \$4.0 MILLION HOSPITAL FINANCE AUTHORITY BONDING OF MERCY HOSPITAL EQUIPMENT PURCHASE \$2.5 MILLION LAKESIDE DRAINAGE DISTRICT-LUNA PIER-MONITOR OUTCOME OF POSSIBLE FUNDING PROBLEMS	FEBRUARY	OCTOBER	
14	SOLID WASTE	SOLID WASTE PLANNING COMMITTEE TO UPDATE BOARD ON RECOMMENDATIONS	FEBRUARY	APRIL	IN PROGRESS
15	DEPUTY SHERIFF FUNDING	DEVELOP FRAMEWORK AND OPTIONS TO FUND DEPUTY SHERIFFS FOR COUNTY ROAD PATROL AND LAW ENFORCEMENT SERVICES. EXPANDED LOCAL CONTRACTS OTHER LOCAL AGENCIES PARTNERSHIPS, SERVICE CONSOLIDATION	FEBRUARY	JUNE	
16	SECONDARY RD PATROL FUNDING	DETERMINE LEVEL OF COUNTY FUNDING AND STATE GRANT FUNDING FOR 2012 BUDGET	APRIL	JULY	
17	PARKING ORDINANCE REVENUE	CONTINUATION OF THE MONTHLY REPORT FROM DISTRICT COURT ON PROGRESS/STATUS OF REVENUE	FEBRUARY	MONTHLY	ONGOING
18	OVERSIGHT/MONITORING 2012 BUDGET	PROVIDE OVERSIGHT AND KEEP ABREAST OF CHANGES WITH 2012 BUDGET. ADJUST AS NEEDED DUE TO ANY REVENUE CHANGES AND AMENDMENTS THROUGHOUT YEAR. QTRLY. FINANCIALS	APRIL	DECEMBER	

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19	RETIREE HEALTH CARE PLAN	UPDATE PLAN TO INCLUDE THE FOLLOWING: -ADOPTION OF UPDATED TRUST DOCUMENT W/RESOLUTION -APPROVAL/ADOPTION OF RESTATED RHC PLAN-INCORPORATES POLICY 442 (442 WILL BE ELIMINATED) -APPROVAL/ADOPTION OF RHC INVESTMENT POLICY -APPROVAL OF ACCOMPANYING HIPAA POLICY & PROCEDURES FOR GROUP HEALTH PLANS -DEVELOP QUALIFICATIONS OF RHC BOARD TRUSTEES -DETERMINE NUMBER OF TRUSTEES, INTERVIEW AND APPOINT TRUSTEES	JANUARY		IN PROGRESS
					COMPLETE
			JANUARY		COMPLETE
					IN PROGRESS
					IN PROGRESS
				APRIL	
20	ROAD COMMISSION CONSOLIDATION	DETERMINE DIRECTION/POSITION REGARDING COUNTY CONSOLIDATION INITIATIVE WITH RD. COMMISSION EVALUATE/ANALYZE ALTERNATIVES PRIOR TO ACTION DETERMINE THE OPPORTUNITIES AND CHALLENGES WITH ANY ALTERNATIVE RETAIN NECESSARY EXPERTISE TO ASSIST IN DECISION MAKING	FEBRUARY	OCTOBER	
21	2013 PRELIMINARY BUDGET	RECEIVE UPDATE ON 2013 BUDGET FROM FINANCE BASED ON 2010 & 2011 EXPENDITURES & TRENDS AND ANTICIPATED CHANGES IN REVENUE. USE AS BASE FOR 2013 BUDGET	MARCH	APRIL	
22	GOVERNMENT TASKFORCE	TASKFORCE OF LOCAL BUSINESS LEADERS TO DEVELOP IDEAS ON MAKING GOVERNMENT MORE CUSTOMER FOCUSED. WORK WITH HR DIRECTOR TO DEFINE ISSUES/OUTCOMES	MARCH		
23	UNFUNDED MANDATES	ADDRESS ISSUE OF UNFUNDED MANDATES FROM LANSING. CONNECT WITH OTHER COUNTIES/COMMUNITIES TO ADDRESS THE ISSUE			ONGOING
24	HISTORICAL COMMISSION/MUSEUM	DECISION ON REQUEST FROM HISTORICAL COMMISSION ON QUESTION OF MILLAGE REQUEST	JANUARY	AUGUST	
25	ACCOMPLISHMENT ACCOUNTABILITY	DEVELOP A CUMULATIVE TRACKING FORM TO RECORD AND ACCOUNT FOR THE ACCOMPLISHMENTS AND GOALS MET BY THE BOARD/ORGANIZATION AND USED TO REPORT ON A PERIODIC BASIS	FEBRUARY	QUARTERLY	
26	LEGISLATIVE UPDATE	SCHEDULE AND HAVE DISCUSSIONS WITH LOCAL STATE LEGISLATORS OR THEIR AIDES ON ISSUES IMPACTING MONROE COUNTY GOVERNMENT IN LANSING. WITH GOVERNOR'S AGENDA MANY ADDITIONAL ITEMS ARE PLANNED. COULD BE SATURDAY COFFEE MTG. BEYOND THIS, MONITOR LEGISLATIVE ACTION IN 2012 INCLUDING: PERSONAL PROPERTY TAX CHANGES, TRANSPORTATION FUNDING INCLUDING CHANGES TO THE STRUCTURE OF RD. COMMISSIONS CONSIDER ONE OF THE UPDATES HELD IN LANSING	MARCH		
27	DELINQUENT TAX BONDING	PROJECTION OF AMOUNT AND AUTHORIZATION TO ISSUE BONDS FOR COVERING THE DELINQUENT TAX COLLECTIONS FOR LOCAL TAXING UNITS	MARCH	APRIL	
28	BUDGET CALENDAR	SUBMITTAL AND APPROVAL OF DRAFT 2013 BUDGET CALENDAR FOR ADOPTION	JANUARY	JANUARY	COMPLETE
29	ROAD COMMISSION	CONSIDER APPROVAL OF BONDING FOR FACILITY CONSTRUCTION PROJECT			DELETE
30	COOPERATIVE EXTENSION PROGRAMS	RECEIVE QUARTERLY REPORTS ON CONTRACTUAL SERVICES FROM SPARTAN AGRICULTURAL CONSULTING & MSU EXTENSION ON PROGRAMS AND SERVICES	MARCH	DECEMBER	
31	COOPERATIVE EXTENSION MOU	RECEIVE PERIODIC REPORTS ON THE STATUS OF SERVICES PROVIDED UNDER NEW MOU WITH MSUE	MARCH		
32	LITIGATION UPDATE	UPDATE TO BOARD IN CLOSED SESSION ON ALL OUTSTANDING LITIGATION MATTERS	APRIL		
33	WEAPONS IN THE WORKPLACE	FINAL OUTCOME OF DISCUSSION ON THE EXISTING POLICY AND ALLOWING EMPLOYEES TO CARRY CONCEALED WEAPONS IN BUILDINGS IN ACCORDANCE WITH STATE LAW	APRIL		
34	EQUALIZATION	EQUALIZATION REPORT	APRIL		
35	ROAD FUNDING	DISCUSSION/PLANNING OF USE OF SELF-HELP PROGRAM AND USE OF NEW TECHNOLOGIES FOR ROADS	MARCH	JUNE	

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36	INDUSTRIAL DEVELOPMENT	SCHEDULE AND RECEIVE AN ANNUAL REPORT ON ACTIVITIES OF IDC	MAY		
37	MENTAL HEALTH AUTHORITY	SCHEDULE AND RECEIVE AN ANNUAL REPORT ON MENTAL HEALTH PROGRAMS, SERVICES AND OUTCOMES	JUNE	JUNE	
38	AUDIT/CAFR ON 2011 OPERATIONS	INDEPENDENT AUDITOR PRESENTS AUDIT AND FINANCE COMPLETES CAFR	MAY-JUNE	MAY	
39	EQUALIZATION	APPROVAL OF COUNTY MILLAGE RATES (DEPARTMENT OF TREASURY FORM L-4029)	MAY		
40	ROAD COMMISSION	SCHEDULE AND RECEIVE AN ANNUAL REPORT ON ACTIVITIES AND OUTCOMES, PROJECTS, ISSUES FROM ROAD COMMISSION	APRIL		
41	SEMCOG	SCHEDULE AND RECEIVE AN ANNUAL REPORT ON ACTIVITIES AND ISSUES RELATED TO COUNTY PARTICIPATION IN SEMCOG	AUGUST		
42	LAND BANK	RECEIVE PERIODIC REPORT ON THE ACTIVITIES, OUTCOMES, FINANCIALS AND PROGRESS ON THE LAND BANK FROM COUNTY TREASURER	JUNE	AUGUST	
43	PUBLIC HEALTH	REPORT AND PRESENTATION ON JOINT COMMISSION ON ACCREDITATION & PROGRAMS	FEBRUARY	FEBRUARY	
44	TREASURER	REPORT ON TAX FORECLOSURE FUND BY COUNTY TREASURER	JUNE		
45	COURTS/JAIL	CONTINUE UPDATES ON INSTALLATION AND USE OF VIDEO ARRAIGNMENT EQUIPMENT AND PROCEDURES FOR USE IN COUNTY DISTRICT COURTROOMS. FEASIBILITY OF PILOT PROGRAM. INCLUDE TETHERING	MARCH		IN PROGRESS
46	13TH PENSION CHECK	DISCUSSION OF STATUS/FUTURE OF 13TH CHECK FROM COUNTY PENSION FUND TO COUNTY RETIREES	JUNE	JUNE	
47	FERMI III/PLANNING	MONITOR THE PROGRESS ON PLANS, SCHEDULES AND DECISIONS RELATED TO FERMI III			ON GOING
48	RETIREE HEALTHCARE VALUATION	REPORT OF THE 21ST VALUATION OF MONROE COUNTY RETIREE HEALTHCARE PLAN	SEPTEMBER		IN PROGRESS
49	EQUALIZATION	APPORTIONMENT REPORT	OCTOBER		
50	FLOOD PLAIN MAPPING	MONITOR AND PROVIDE CONTINUED INPUT ON FEMA INSURANCE FLOOD MAPS	ONGOING		
51	COMPENSATION COMMISSION	APPOINTMENT MEMBERS TO COMPENSATION COMMISSION PANEL REVIEW TERMS OF EXISTING MEMBERS AND RE-APPOINT OR SELECT NEW AS NEEDED	APRIL	AUGUST	
53	SENIOR MILLAGE	CONSIDER REQUEST TO ADD SENIOR MILLAGE RENEWAL FOR AUGUST BALLOT QUESTION. 1/2 MILL	FEBRUARY	FEBRUARY	
54	PROSECUTOR/INFORMATION TECHNOLOGY	COMPLETE NEGOTIATIONS ON CREDIT/VALUE OF COUNTY CONTRIBUTION TO PROSECUTOR ON-BASE & DOCUMENT WORKFLOW PROJECT	MARCH	APRIL	IN PROGRESS
55	DRAIN COMMISSION AUTHORITY	DISCUSSION AND RESOLUTION OF THE AUTHORITY OF THE DRAIN COMMISSIONER AS COUNTY AGENT AND OPERATIONS OF COUNTY AGENCY			
56	HISTORICAL SOCIETY/NATIONAL PARK SERVICE-MUSEUMS 10 YEAR PLAN	DISCUSSION AND ACTION ON REQUEST TO FUND \$200,000 PER YEAR FOR 10 YEARS FOR SOCIETY VISION BASED ON PRESENTATION AT JANUARY 10, 2012 BOARD MEETING	JANUARY	JUNE	
57	HALL OF FAME	HALL OF FAME TASK FORCE MEETINGS TO DETERMINE THE NUMBER OF AND INDIVIDUALS TO BE APPOINTED TO THE WALL OF FAME IN 2012. INCLUDES THE INDUCTION CEREMONY, SCHEDULING, ETC.	FEBRUARY	AUGUST	
58	COUNTY LTGO BOND TOTAL	UPDATE THE COUNTY'S LTGO BOND OBLIGATION LIST ON SEPARATE FORMAT FOR COMMISSIONERS	FEBRUARY	FEBRUARY	
59	REORGANIZATION PLAN FOR PROSECUTING ATTORNEY'S OFFICE	RECEIVE & ACT ON PLAN FROM PROSECUTING ATTORNEY ON PLANS FOR OFFICE STAFFING REORGANIZATION	FEBRUARY	FEBRUARY	
60	SUCCESSION PLANNING	SUCCESSION PLANNING FOR 2013	FEBRUARY	SEPTEMBER	

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3	ITEMS ON GOING				
12	ITEMS IN PROGRESS				
3	ITMES COMPLETED				
1	ITEM DELETED				
—	ITEMS SCHEDULED FOR _____	AGENDA			