

GOGEBIC COUNTY BOARD OF COMMISSIONERS

Regular Meeting

April 28, 2021

County Courthouse

Bessemer, MI 49911

5:00 p.m.

\*\*\*Finance Meeting 4:30pm\*\*\*

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE MINUTES (Regular Board meeting minutes April 14, 2021)

APPROVAL OF AGENDA

CITIZENS WISHING TO ADDRESS THE COUNTY BOARD ON AGENDA ITEMS (5-minute limit)

COMMITTEE SUMMARY REPORTS:

1. Finance, Budgeting & Auditing Committee-----3/24/21

COMMUNICATIONS:

1. Jim Lorenson-Chairman (Re: County Revenue Sharing Reserve Fund/MAC support)
2. Mike Harma-Airport Manager (Re:FY21 3<sup>rd</sup> Qtr Appropriations)
3. Missy Lane-CMHA Administrative Assistant(Re: CMHA By-Laws)

APPEARANCES

1. Kathy Jo Koval-Equalization Director (Re: 2021 County Equalized Value and State Equalized Value)

TRIAL BALANCE/CASH BALANCE:

GENERAL FUND REVENUE AND EXPENDITURE CONTROL:

CLAIMS AND ACCOUNTS:

OTHER MATTERS:

PUBLIC COMMENT (5-minute limit)

ADJOURNMENT

**GOGEBIC COUNTY BOARD OF COMMISSIONERS**

**Regular Meeting Minutes**

**April 14, 2021**

**County Courthouse**

**Bessemer, MI 49911**

**5:00 p.m.**

**CALL TO ORDER**

The meeting was called to order at 5:00 p.m. by Chairman Lorenson  
Following the Pledge of Allegiance, roll call was taken.

**ROLL CALL:**

**Present: (7) Orlich, Peterson, Siirila, Laabs, Byrns, Bonvoetz,  
Lorenson**

**Absent: (0)**

**APPROVAL OF THE MINUTES** (March 24, 2021 regular meeting minutes)

**A motion** was made by Mr. Siirila, supported by Mr. Byrns, and  
carried by unanimous voice vote to approve the minutes as  
presented.

**APPROVAL OF AGENDA**

**A motion** was made by Mr. Bonovetz, supported by Mr. Siirila. A  
verbal unanimous vote followed.

**CITIZENS WISHING TO ADDRESS THE COUNTY BOARD ON AGENDA ITEMS  
(5-minute limit)**

None appeared

**APPEARANCE:**

1. **Heidi DeRosso-Emergency Management Coordinator**  
(**Re:Resolution in favor of .50 increase in 911 surcharge  
rate**) A motion was made by Mr. Bonovetz, supported by Mr.  
Peterson in favor of increasing the monthly surcharge. Roll  
call was taken.

**ROLL CALL:**

**YES: (7) Peterson, Siirila, Laabs, Byrns, Bonovetz, Orlich,  
Lorenson**

**NO: (0)**

**Motion carried**

**COMMUNICATION:**

1. **Ramona Collins-Gogebic County Clerk (Re: CMH Vacancy)** A  
motion was made by Mr. Bonovetz and supported by Mr.  
Siirila to advertise to fill the vacancy on the CMH board.  
Carried by a unanimous vote.
2. **James A. Lorenson-Gogebic County Fair (Quarterly Report)** A  
motion was made by Mr. Siirila, supported by Mr. Laabs and  
confirmed by unanimous vote to receive the report and place  
it on file.

**GOGEBIC COUNTY BOARD OF COMMISSIONERS**

**Regular Meeting Minutes**

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3. **Juliane Giackino-Gogebic County Administrator (MIDC's Managed Council Model)** A motion was made by Mr. Bonovetz and supported by Mr. Siirila to proceed with necessary documentation to the State and receive updates as the progress moves forward. Supported by a unanimous voice vote.
4. **Juliane Giackino-Gogebic County Administrator (Ambulance service millage language)** Some discussion took place regarding the millage language. It has been reviewed by Nick Jacobs-Prosecutor, Kathy Jo Koval-Equalization Director and the State Tax Commission. A motion was made by Mr. Bonovetz, supported by Mr. Byrns to accept the language for the November election. A unanimous voice vote followed.

**OTHER MATTERS:**

1. A motion was made by Mr. Peterson and supported by Mr. Byrns to dissolve the prior Ambulance Committee & form a new standing committee of the whole. This committee will meet monthly at 4pm on Wednesdays, prior to the first regular board meeting of the month. The motion was followed by a unanimous voice vote.
2. A motion was made by Mr. Bonovetz, supported by Mr. Siirila and followed by unanimous voice vote to have the Emergency Management Coordinator taken on extra duties in as the EMS Coordinator. Compensation for these duties will be discussed at a later time.

**ADMINISTRATOR UPDATES:**

The Administrator informed the Board that no direction or guidelines have been received regarding the American Rescue Act monies. She will keep them up to date when information is received. In other matters, a dividend check was received from Workmen's Comp. in the amount of \$6704. She noted she had heard from the Western Michigan Health Consortium that our County participates in and learned that our rate will decrease by 1.85% on 10/1/21.

**PUBLIC COMMENT (5-minute limit)**

There were none.

**ADJOURNMENT**

A motion was made by Mr. Siirila, supported by Mr. Byrns, and carried by unanimous voice vote to adjourn to the call of the Chair. The meeting adjourned at 5:16 p.m.

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James A. Lorenson, Chairman

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Ramona L. Collins, Clerk

# COMMITTEE MEETINGS SUMMARY REPORT

1. Finance, Budgeting & Auditing Committee, 3/24/21

No Recommendations

A meeting of the Gogebic County Finance, Budgeting, and Auditing Committee was held on Wednesday, March 24, 2021 at 4:30 p.m., Courthouse, Bessemer, MI

Present: Peterson, Lorensen, Orlich, Byrns, Bonovetz, Laabs, Siirila

Absent: none

Also Present: Juliane Giackino, Administrator; Ramona Collins, Clerk/Register; Brandon Tauer, Security/IT; Kathy Jo Koval, Equalization Director; Pete Matonich, Sheriff; Heidi DeRosso, Emergency Management/911

Vice Chairman Lorensen called the meeting to order at 4:30 P.M., indicating that even though Commissioner Peterson is the Chairman he chose not to chair the meeting remotely and asked the Vice Chair, Mr. Lorensen to chair the meeting.

Vice Chairman Lorensen indicated that the agenda was sent out to the committee on Tuesday. Today it was amended and resent. He does not feel that the committee should have these items put on the agenda so late, as it did need action and/or approval. There should be sufficient time to read the information. He requested that at the next finance meeting, a broader finance meeting be held to look through the budget as a concern by an elected official was made at a committee meeting regarding overspending.

The first item on the agenda was claims and accounts.

A motion by Mr. Bonovetz, supported by Mr. Laabs to approve the claims as presented along with the prepaids for the purpose of discussion.

Numerous questions were asked on the claims listing.

The Clerk indicated that the credit card bill along with the Walmart bill had come in after the claims cutoff. The Walmart bill was \$429.11, the Gogebic Range Bank credit card bill was \$6,802.75. She requested that this be added to the prepaids next Wednesday.

Roll call vote on the motion. Ayes: Siirila, Laabs, Byrns, Bonovetz, Orlich, Lorensen, Peterson. Nays: none. Absent: none. Motion carried.

The next item on the agenda was the Clerk regarding budget amendments.

A motion by Mr. Bonovetz, supported by Mr. Siirila to table this item to the next Finance, Budgeting and Auditing Committee meeting set for April 28, 2021 at which time a budget meeting will be held concerning spending. Ayes 7, nays 0, absent 0. Motion carried.

Under "Updates on Agency, Board, or Committee Appointments", Commissioner Bonovetz indicated that he had a broadband meeting with the Upper Peninsula counties as well as a meeting with National Association of Counties and there are dollars available for broadband and that will be coming to the homes in the U.P. in the very near future.

The last item on the agenda was the Sheriff regarding a personnel update.

The meeting was turned over to Sheriff Matonich. He indicated that he and his command officers were in discussions regarding part time help at the Sheriff's Department. They were interested in hiring one

or two part time employees. He indicated that he has several officers that are out for various reasons both now and in the near future. They are merely looking into it at this point in time. This is not a budgeted item, but he would like to bring an individual in to train. Even though it is not budgeted, he would not jeopardize the County's budget in any way. He would keep a close eye on his budget as it looks right now, there are no other options available except to do this.

A questions and answer period ensued as it pertained to union contract, union employees regarding call out and union employees working in Marenisco Township. At this point in time no action was taken as this is still being investigated.

Several comments and additional questions did take place.

A motion by Mr. Bonovetz, supported by Mr. Siirila to adjourn at 5:04 p.m.

**James Lorensen, Vice Chairman  
Finance, Budgeting, and Auditing Committee**

## Ramona Collins

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**From:** James Lorensen  
**Sent:** Tuesday, April 20, 2021 9:15 AM  
**To:** Ramona Collins  
**Cc:** Joseph Bonovetz  
**Subject:** Fw: County Revenue Sharing Ask  
**Attachments:** County by county handout.pdf

Romona,

Please add the following communication (with attachment) from MAC to the next County Board meeting agenda. I believe it would be appropriate for the Board to authorize sending a letter to support MAC's efforts.

Thanks,

Jim Lorensen

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**From:** Deena Bosworth <bosworth@micounties.org>  
**Sent:** Monday, April 19, 2021 2:57 PM  
**To:** Deena Bosworth <bosworth@micounties.org>  
**Subject:** County Revenue Sharing Ask

Good afternoon Board Chairs and Administrators,

MAC has done extensive research into county revenue sharing and the impact the County Revenue Sharing Reserve Fund (CRSRF) has had on county allocations. Our research indicates the state has cumulatively shorted 60 counties more than \$110 million between 2009 and 2014. Now is the time to ask the state for the restoration of those funds.

As most of you will remember, the original deal, negotiated in 2004, zeroed out county revenue sharing for a period of time during which counties were allowed to pay themselves an equivalent amount to their statutory revenue sharing payments. Each year, while paying themselves, the Michigan Department of Treasury authorized each county inflationary increases over the 2004 base level.

The deal struck with the State at the beginning of the Great Recession to pay ourselves and save the State from allocating General Fund dollars to counties, was funded through a property tax collection shift. The proceeds from the shift were put into the CRSRF. Once a county exhausted their reserve fund, they re-entered the state revenue sharing system. By statute, the state was required to pay counties their full funding amount when they re-entered the system. Full funding is defined as the 2004 payment plus inflation until the time you re-entered the state revenue sharing system. If you entered earlier than others, you stopped accruing inflationary increases, in fact, you also lost base funding each of those years.

The exhaustion of the accounts was staggered, with Tuscola exhausting their account in 2008, while Emmet County is expected to exhaust theirs in 2023. The counties that exhausted their accounts prior to 2014 faced cuts to their base revenue sharing payments that were never restored. Counties that came back on to the system in 2014, and later, did not have any of their base funding cut.

Our ask to you is that you share the enclosed information with your senators and representatives and ask for this money to be paid back to your county this year. You are asking for a one-time payment of the cumulative shortfall. The other columns just help illustrate the disparity.

Thanks to the American Rescue Plan, the state is flush with cash. Paying a debt owed to your county should be a priority.

You will inevitably get resistance from legislators, citing the \$1.9 billion slated to go directly to counties from the American Rescue Plan. Please remember and remind them that county revenue sharing is unrestricted, it goes to your general fund and it can pay for non-COVID/pandemic-related expenditures. Please give your legislators examples of general fund expenditures so they understand how this money could be allocated.

As always, if you have any questions or would like to provide feedback, please call or text me. My cell phone number is listed below.

Thank you in advance for helping us secure these withheld funds for you.

Deena

**Deena Bosworth**  
Director of Governmental Affairs  
[bosworth@micounties.org](mailto:bosworth@micounties.org)  
(517) 282-1647 (c)



**NEW ADDRESS!**  
Capital Tower  
110 W. Michigan Ave., Suite 200  
Lansing, MI 48933  
[www.micounties.org](http://www.micounties.org)  
517-372-5374 (p) 517-482-4599 (f)



County	Year Back	Full Funding per PA 356 of '04	Cumulative Shortfall	Cumulative Shortfall due to CPI Increases being dicounted after County's retrun to CRS
Tuscola	2008	\$1,097,391	\$900,164	\$2,226,361
Gratiot	2009	\$858,658	\$667,924	\$1,373,324
Houghton	2009	\$682,419	\$530,834	\$1,277,974
Ionia	2009	\$1,177,604	\$1,135,182	\$2,184,891
Montcalm	2009	\$1,242,506	\$966,510	\$1,985,781
Saginaw	2009	\$4,566,393	\$3,593,584	\$7,128,205
St. Joesph	2009	\$1,373,505	\$1,404,350	\$2,543,232
Alpena	2010	\$727,709	\$494,016	\$1,067,487
Bay	2010	\$2,583,966	\$1,754,164	\$3,815,206
Branch	2010	\$967,225	\$656,617	\$1,428,600
Calhoun	2010	\$2,996,863	\$2,034,468	\$4,424,203
Genesee	2010	\$9,882,633	\$6,708,976	\$14,625,200
Hillsdale	2010	\$938,712	\$1,227,594	\$1,049,469
Jackson	2010	\$3,372,803	\$2,289,678	\$2,886,114
Lapeer	2010	\$1,671,555	\$1,134,762	\$2,475,325
Sanilac	2010	\$916,181	\$806,909	\$1,330,496
Shiawassee	2010	\$1,441,355	\$978,486	\$2,111,210
Van Buren	2010	\$1,538,127	\$1,044,181	\$2,273,531
Wayne	2010	\$50,012,170	\$33,951,522	\$72,673,445
Alger	2011	\$191,722	\$130,153	\$252,997
Arenac	2011	\$336,518	\$146,892	\$467,395
Cass	2011	\$1,041,225	\$717,466	\$1,427,003
Clare	2011	\$645,334	\$314,745	\$917,803
Delta	2011	\$802,102	\$547,072	\$1,163,381
Gladwin	2011	\$509,301	\$350,168	\$698,347
Ingham	2011	\$6,088,744	\$4,133,437	\$8,165,477
Isabella	2011	\$1,243,488	\$844,161	\$1,697,773
Kalamazoo	2011	\$5,188,838	\$3,529,074	\$7,423,778
Kent	2011	\$12,048,525	\$8,173,376	\$17,073,729
Lenawee	2011	\$2,034,689	\$1,381,023	\$2,749,793
Luce	2011	\$128,332	\$89,349	\$86,273
Marquette	2011	\$1,275,675	\$958,867	\$1,959,710
Newaygo	2011	\$954,111	\$647,713	\$1,320,530
Oscela	2011	\$566,809	\$384,977	\$789,290
Ottawa	2011	\$4,688,171	\$3,182,637	\$6,878,327
Allegan	2012	\$2,249,250	\$991,041	\$2,304,036
Barry	2012	\$1,147,434	\$500,923	\$1,103,777
Berrien	2012	\$3,642,830	\$1,590,495	\$3,785,728
Chippewa	2012	\$717,778	\$314,745	\$703,186
Eaton	2012	\$2,216,196	\$967,474	\$2,263,460
Gogebic	2012	\$338,841	\$147,910	\$357,240

Huron	2012	\$801,286	\$350,177	\$734,923
Iosco	2012	\$531,378	\$368,227	\$565,611
Macomb	2012	\$16,432,531	\$14,116,664	\$16,698,290
Mecosta	2012	\$851,547	\$373,020	\$821,115
Menominee	2012	\$530,794	\$229,938	\$522,573
Missaukee	2012	\$283,698	\$123,858	\$287,661
Muskegon	2012	\$3,601,090	\$2,444,656	\$5,328,206
Ontonagon	2012	\$173,272	\$141,169	\$180,180
Schoolcraft	2012	\$184,693	\$80,633	\$176,026
Baraga	2013	\$187,463	\$37,829	\$83,701
Dickenson	2013	\$572,795	\$411,914	\$310,820
Iron	2013	\$270,641	\$243,011	\$136,331
Livingston	2013	\$3,109,165	\$2,316,267	\$1,667,611
Midland	2013	\$1,974,882	\$959,786	\$1,173,095
Monroe	2013	\$3,104,205	\$621,449	\$1,528,514
Oceana	2013	\$535,534	\$107,048	\$300,925
Roscommon	2013	\$507,564	\$101,527	\$765,051
St. Clair	2013	\$3,754,393	\$751,345	\$1,934,886
Washtenaw	2013	\$6,907,907	\$1,381,281	\$3,618,512
Wexford	2013	\$671,845	\$134,386	\$346,660
<b>Clinton</b>				
Clinton	2014	\$1,334,267	\$0	\$233,851
<b>Manistee</b>				
Manistee	2014	\$545,132	\$0	\$124,501
<b>Benzie</b>				
Benzie	2015	\$339,784	\$0	\$44,363
<b>Cheboygan</b>				
Cheboygan	2015	\$564,233	\$0	\$54,064
<b>Crawford</b>				
Crawford	2015	\$320,817	\$0	\$357,718
<b>Grand Traverse</b>				
Grand Traverse	2015	\$1,707,927	\$0	\$209,834
<b>Lake</b>				
Lake	2015	\$246,750	\$0	\$170,719
<b>Montmorency</b>				
Montmorency	2015	\$216,036	\$0	\$24,873
<b>Oakland</b>				
Oakland	2015	\$26,163,819	\$0	\$3,364,472
<b>Ogemaw</b>				
Ogemaw	2015	\$460,256	\$0	\$60,479
<b>Oscoda</b>				
Oscoda	2015	\$196,384	\$0	\$12,207
<b>Otsego</b>				
Otsego	2015	\$490,832	\$0	\$60,312
<b>Presque Isle</b>				
Presque Isle	2015	\$313,601	\$0	\$28,279
<b>Kalkaska</b>				
Kalkaska	2016	\$348,930	\$0	\$17,036
<b>Mason</b>				
Mason	2016	\$628,952	\$0	\$30,694
<b>Alcona</b>				
Alcona	2017	\$244,389	\$0	\$9,147
<b>Charlevoix</b>				
Charlevoix	2017	\$589,368	\$0	\$13,823
<b>Antrim</b>				
Antrim	2019	NA	\$0	NA
<b>Keweenaw</b>				
Keweenaw	2019	NA	\$0	NA
<b>Mackinac</b>				
Mackinac	2019	NA	\$0	N/A
<b>Leelanau</b>				
Leelanau	2021	NA	\$0	N/A
<b>Emmet</b>				
Emmet	2023	NA	\$0	NA
<b>Total</b>		<b>\$215,968,889</b>	<b>\$117,617,804</b>	<b>\$234,466,150</b>

Mike Harma  
Manager  
[airport@gogebiccountymi.gov](mailto:airport@gogebiccountymi.gov)

E5560 Airport Road  
Ironwood, Michigan 49938

**GOGEBIC - IRON**  
**IWD**  
**COUNTY AIRPORT**

Kristi Freeman  
Confidential Secretary  
[iwdairport@gogebiccountymi.gov](mailto:iwdairport@gogebiccountymi.gov)

Phone: (906) 932-3121  
Fax: (906) 932-4401

April 15, 2021

Gogebic County Board of Commissioners  
Gogebic County Courthouse  
200 N. Moore St.  
Bessemer, MI 49911

Board of Commissioners:

On behalf of the Gogebic-Iron County Airport Board, I am requesting the FY2021 third quarter appropriations be transferred to the Airport Capital Outlay Fund and Airport Operating Fund.

Thank you for your continued support of the Gogebic-Iron County Airport.

Sincerely,



Mike Harma  
Airport Manager -IWD

Gogebic-Iron County Airport Board

Pat Hanson, Chairman • James Lorensen • Brandon Snyder • James Byrns • Daniel Siirila

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103 West U.S. 2  
Wakefield, Michigan 49968  
Main Telephone Number: (906) 229-6100  
Crisis Telephone Number: 800-348-0032

Fax:


Administration: (906) 229-6190  
Protected Health Info: (906) 229-6191  
website: [www.gccmh.org](http://www.gccmh.org)



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## MEMORANDUM

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**TO:** Gogebic County Board of Commissioners  
**FROM:** Missy Lane, CMHA Administrative Assistant/QI Coordinator   
**SUBJECT:** CMHA Board By-Laws  
**DATE:** April 22, 2021

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At the Community Mental Health Authority Board's Annual Organizational Meeting that was held on April 20, 2021, the full CMHA Board reviewed and approved the updated CMHA By-Laws as presented. The various sections that were updated include: *Regular Monthly CMH Board Meetings, Removal From Office, Quorum and Voting, Open Meeting Act, Steering/Building & Grounds Committee, Finance Committee, and Anti-Discrimination.*

Enclosed is a copy of the approved By-Laws. If you have any questions or need additional information, please contact me at 229-6105 or [mlane@gccmh.org](mailto:mlane@gccmh.org).

Thank you.

## **COMMUNITY MENTAL HEALTH AUTHORITY BOARD**

### **BY-LAWS**

**NAME:** The name of this Board shall be the Community Mental Health Authority Board, hereinafter referred to as THE CMH BOARD.

**PURPOSE:** The purpose of THE CMH BOARD shall be to plan, direct and administer comprehensive community mental health services and programs for residents of Gogebic County in accordance with Michigan Public Act 258 of 1974, as amended.

**DUTIES/AUTHORITY:** The duties/authority of THE CMH BOARD shall be:

- A. Appoint an Executive Director who shall meet the standards of training and experience established by the Department and who shall serve as the Chief Executive and Administrative Officer.
- B. Examine and evaluate the mental health needs of Gogebic County and the public and non-public services necessary to meet those needs.
- C. Review and approve an annual plan and budget for THE CMH BOARD program. The format and documentation of the annual plan and budget shall be specified by the Michigan Department of Health and Human Services.
- D. Submit to the Gogebic County Board of Commissioners an annual request for Gogebic County funds to support THE CMH BOARD program. Such request shall be in the form and at the time determined by the Gogebic County Board of Commissioners.
- E. Take such actions as it deems necessary and appropriate to secure private, federal and other public funds to help support THE CMH BOARD program.
- F. Approve and authorize all contracts for the provision of services.
- G. Review and evaluate the quality, effectiveness, efficiency, accessibility, and satisfaction of services being provided by THE CMH BOARD program.
- H. Establish general policy guidelines within which THE CMH BOARD's Executive Director shall execute the program/services.

### **MEETINGS OF THE CMH BOARD** --

**ORGANIZATIONAL MEETING:** During the month of April each year, there will be an Organizational Meeting held for the purpose of installing the newly elected CMH BOARD officers; establish dates, times and locations of regular meetings for the next year; appoint a parliamentarian; adopt public participation guidelines and designate rules for conduct of business.

**REGULAR MONTHLY CMH BOARD MEETINGS:** Regular meetings of THE CMH BOARD shall be held monthly as THE CMH BOARD shall determine at its Organizational Meeting.

In the event of inclement weather, unexpected office closure, unforeseen circumstances or for any such cause (i.e., pandemics, emergency), the CMH Chairperson will consult with the CEO and Officers to determine if the meeting will be held, cancelled, or rescheduled. The Chairperson, with assistance from CMH staff, will notify all Board members. If the meeting is rescheduled, it will be done so in compliance with the Open Meetings Act.

**MEMBERSHIP/ELIGIBILITY:** The Gogebic County Board of Commissioners shall, by a majority vote, appoint the members of THE CMH BOARD in accordance with the provisions of PA 258, (Sec. 212, Sec. 214, Sec. 222 and Sec. 224). Appointments to THE CMH BOARD shall be made annually in March by the Gogebic County Board of Commissioners.

The composition of THE CMH BOARD shall be representatives of providers of mental health services, recipients or primary consumers of mental health services, agencies and occupations having a working involvement with mental health services, and the general public. At least one-third of the membership shall be primary consumers or family members, and of that one-third, at least two members shall be primary consumers. All CMH BOARD members shall be 18 years of age or older.

**NUMBER AND COMPOSITION –**

- A. THE CMH BOARD shall consist of 12 members.
- B. Not more than four members of THE CMH BOARD may be County Commissioners. No more than half of the total board members may be state, county or local public officials. For purposes of this section, public officials are defined as persons serving in an elected or appointed public office or employed more than 20 hours per week by an agency of federal, state, city or local government.
- C. A Board member shall have his primary place of residence in Gogebic County. An employee of the Department, an employee of THE CMH BOARD program, or an employee or representative of an agency having a contractual relationship with that program may not be appointed to serve on THE CMH BOARD.

**TERM:** The term of office of a Board member shall be three years. Succeeding three-year terms shall be through reappointment by the Gogebic County Board of Commissioners.

**VACANCIES:** Vacancies shall be filled for unexpired terms in the same manner as original appointments. In the event of an extended vacancy of three (3) months in any of the officers positions, THE CMH BOARD shall elect a CMH Board member to fill the vacancy(ies) at the next CMH Board meeting.

**REMOVAL FROM OFFICE:** A Board member may be removed from office by the Gogebic County Board of Commissioners for either neglect of official duty or misconduct in office after being given a written statement of reasons and an opportunity to be heard thereon. Unexcused

absences from regularly scheduled meetings that exceed a three month consecutive period of time for any CMH Board member shall be considered neglect of duty and subject to removal of THE CMH BOARD member pursuant to Section 330.1224 of the Mental Health Code. This section also applies to all Board Committees appointed by THE CMH BOARD. Committee members may be removed by THE CMH BOARD Chairperson.

*Excused absences shall be defined as an illness, injury, or other disability of a Board member or conflicting meetings of other public office positions.*

Requests for excused absences shall be submitted in writing to the Chairperson or by calling the Board's Administrative Assistant prior to the absence occurring. Excused absences shall be defined as an illness, injury, or other disability of a Board member, or a member of the Board member's immediate family. "Immediate family" shall mean the Board member's spouse, children, step-children, mother, father, step-mother, step-father, sister, step-sister, brother, step-brother, grandparents (including spouse's grandparents), grandchildren, father-in-law, mother-in-law, sister-in-law, brother-in-law, and foster children (currently residing in their residence). Conflicting meetings of other public office positions will also be considered as excused absences. Excused absences shall not exceed six consecutive months.

**COMPENSATION:** Members of THE CMH BOARD shall be compensated according to the Mental Health Code established by THE CMH BOARD.

**QUORUM and VOTING:** A minimum of one more than half of the total CMH BOARD membership duly appointed and presently serving shall constitute a quorum for the transaction of business at any meetings of the CMH BOARD including those meetings conducted remotely via video/teleconferencing. CMH Board members must be physically present at the meeting, except as otherwise provided in the Open Meetings Act for remote attendance. Actions voted on by a simple majority of CMHA Board members in attendance shall constitute authorized actions of the CMH BOARD. All meetings must be conducted in accordance with the provisions of the Open Meetings Act, including requirements for Board members attending remotely, proper notice, and public access. All decisions and deliberations of this public body will be made at a meeting that is open to the public via video conferencing technology. Voting shall require a simple majority of all duly appointed and presently serving.

**OPEN MEETINGS ACT:** All proceedings of THE CMH BOARD shall be conducted in accordance with the Michigan Open Meetings Act (Public Act No. 267, 1976) as amended and the Freedom of Information Act (Public Act No. 442, 1976) as amended, including provisions for public participation.

**RULES OF ORDER:** Meetings shall be conducted in accordance with Robert's Rules of Order, unless otherwise directed by THE CMH BOARD. During a role call vote, the CMH Board Chairperson must vote and vote last.

**OFFICERS:** The officers of THE CMH BOARD shall be a Chairperson, Vice-Chairperson and Secretary/Treasurer.

The officers shall be selected by a majority vote of the membership of THE CMH BOARD and shall serve their respective terms for a period of one year beginning with the installment of officers at the annual Organizational Meeting.

**DUTIES OF THE CHAIRPERSON:** The Chairperson shall preside over and conduct all meetings of THE CMH BOARD and its members. He/she shall see that all orders and resolutions of The CMH BOARD are carried into effect. He/she shall have the power to appoint standing and special committees and their Chairpersons and shall serve as an ex-officio member of all committees. He/she shall have the authority to appoint Ad-hoc committees as necessary. He/she shall have the overall responsibility to direct and coordinate the activities of THE CMH BOARD and/or any agents or employees thereof so as to most effectively assume and carry out the duties of THE CMH BOARD as prescribed by Act 258 of P.A. 1974, as amended.

**DUTIES OF THE VICE-CHAIRPERSON:** The Vice-Chairperson shall preside at all meetings of THE CMH BOARD in the absence of the Chairperson and shall perform all duties of the Chairperson in his/her absence, except as said rights and duties be limited by a majority vote of THE CMH BOARD.

**DUTIES OF THE SECRETARY/TREASURER:** The Secretary/Treasurer will attend all CMH BOARD meetings and shall review and sign true and complete minutes of all proceedings of such meetings. The Secretary/Treasurer of THE CMH BOARD, or his/her designee, in addition to other duties, shall have available for consultation at all regular and special meetings of THE CMH BOARD, and at other times, upon the reasonable request of interested parties, an up-to-date copy of these By-Laws.

**COMMITTEES:** Membership for each standing committee shall consist of five (5) CMH BOARD members, unless otherwise noted, which includes the Committee Chairperson appointed by THE CMH BOARD Chairperson within 30 days after the Organizational Meeting of the full CMH BOARD; unless otherwise so stated. Terms shall run for a twelve month period from the date of original appointments.

Meetings shall be scheduled at the discretion of the Committee Chairperson. Committee Chairperson's duties include scheduling meeting dates, organizing the agenda, conduct the order of business for all committee meetings and certify the copies of the committee meeting minutes to be presented to the full CMH BOARD.

**A. PERSONNEL COMMITTEE:** Responsible for personnel policies and procedures, major organizational changes, proposed job descriptions, performance evaluation standards. Recommend wage/fringe benefit proposals to the full CMH BOARD.

**B. NOMINATING/BY-LAWS REVIEW COMMITTEE:** Membership to the Nominating/By-Laws Review Committee shall consist of the Chairperson of the Personnel Committee, Chairperson of the Steering Committee, Chairperson of the Finance Committee, Board member representative of the Recipient Rights Advisory Committee.

This Committee shall meet annually, more than 30 days prior to the Annual Organizational Meeting, for the purpose of reviewing the By-Laws and updating them with a recommendation for approval by the full CMH BOARD at the Organizational Meeting, and



reviewing the CMH Organizational Chart with a recommendation for approval by the full CMH BOARD.

The Committee shall also recommend a slate of candidates for the officers of THE CMH BOARD: Chairperson, Vice-Chairperson, Secretary/Treasurer to be elected prior to the annual Organizational Meeting.

- C. STEERING/BUILDING & GROUNDS COMMITTEE:** This Committee will be responsible for exploring various concepts with an emphasis focused on the future role of Community Mental Health services in a managed care/health care reform environment. In addition, the Committee will have responsibility in matters relating to land and buildings. It shall be responsible for all issues related to building and grounds, including: maintenance, security, remodeling, new construction, purchase of property, and such other matters relating to the buildings and grounds.
- D. FINANCE COMMITTEE:** This Committee shall meet monthly, prior to the full CMH BOARD Meeting, to review/approve all claims, with the exception of claims designated exempt from review by Board action. The Committee will also review Board contracts, financial issues, and audits.
- E. RECIPIENT RIGHTS ADVISORY COMMITTEE:** THE CMH BOARD Chairperson may appoint several Board members to serve on the agency's Recipient Rights Advisory Committee.

**ADVISORY COMMITTEES:** General public member representatives to the Gogebic CMH Authority Recipient Rights Advisory Committee (RRAC) shall be appointed to serve for a term not to exceed two years. Vacancies, appointments or re-appointments shall be filled according to the following:

- A.** The RRAC shall review on an annual basis, the status of the term of its current members to determine which member's term(s) may be set for expiration, re-appointment or vacancy and determine the member's interest in continuing to serve;
- B.** The RRAC shall also advertise, collect and forward any/all interested parties' applications to THE CMH BOARD's Personnel Committee;
- C.** THE CMH BOARD's Personnel Committee shall review the applications and submit their recommendation to the full CMH BOARD for appointment.

### **DELEGATES --**

#### **NorthCare Governing Board -- Delegates**

The CMH BOARD shall elect three (3) delegates and one (1) alternate at the Board's annual Organizational Meeting to serve as the agency's representatives with full voting privileges during any of the NorthCare Governance Board meetings.

#### **Community Mental Health Association of Michigan -- Delegates**

Exclusive of any CMH BOARD member who serves on the Association's Executive/Ad Hoc/Standing Committees, THE CMH BOARD shall elect two (2) delegates and their alternates at the annual Organizational Meeting to serve as the agency's representatives with full voting privileges during the Association's Winter, Spring, and Fall Conferences.

The delegates or their selected alternates are only authorized to attend the Winter and the Spring Conferences. If funding is available, and with approval of the full CMH Board prior to the Association's Fall Conference, all CMH Board members would be authorized to attend the Association's Fall Conference, but with no voting privileges.

**Great Lakes Rural Mental Health Association (GLRMHA) – Delegates**

THE CMH BOARD shall elect four (4) delegates and their alternates at the annual Organizational Meeting to serve as the agency's representatives with full voting privileges during any of the GLRMHA's General Membership meetings.

All CMH BOARD members are authorized to attend the Great Lakes Rural Mental Health Association's annual Fall Conference.

**ANTI-DISCRIMINATION –**

- A. THE CMH BOARD shall insure that a person is not denied service on the basis of race, color, national origin, spiritual belief, political belief, gender, gender identity, sexual orientation, marital status, age, language spoken, or ability to pay. This policy shall be stated in the program statements of THE CMH BOARD and in contractual agreements which provide for supply of service.
- B. THE CMH BOARD shall operate under personnel practices which do not discriminate against an employee or applicant for employment with respect to hiring, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment because of race, color, spiritual belief, political belief, national origin, gender, sexual orientation, marital status, disability, weight, height, age, except if a requirement of age or gender is based on a bona fide occupational qualification, or any other protected characteristic as established by law.

**CONFLICT OF INTEREST GUIDELINES:** A Board member shall have primary place of residence in the county he/she represents. An individual shall not be appointed to and shall not serve on THE CMH BOARD if he/she:

- Is employed by the department or the community mental health services program.
- Is a party to a contract with the community mental health services program or administering or benefiting financially from a contract with the community mental health services program.
- Is serving in a policy-making position with an agency under contract with the community mental health services program.

If a Board member is an employee or independent contractor in other than a policy-making position with an agency with which THE CMH BOARD is considering entering into a contract, the contract shall not be approved unless the following requirements are met:

- The Board member shall promptly disclose his/her interest in the contract to THE CMH BOARD.
- The contract shall be approved by a vote of not less than two-thirds of the membership of THE CMH BOARD in an open meeting without the vote of the Board member in question.
- The official minutes of the meeting at which the contract is approved shall contain the details of the contract, including but not limited to the names of all parties and the terms of the contract and the nature of the Board member's interest in the contract.

**FISCAL YEAR:** The fiscal year for THE CMH BOARD's operations shall extend from October 1 through September 30 to correspond to that of the State Department of Health and Human Services.

**AMENDMENT OF BY-LAWS:** These By-Laws may be amended, altered, changed, added to or repealed by the affirmative vote of the majority members of THE CMH BOARD at any regular or special meeting of THE CMH BOARD if notice of the proposed amendment, alteration, change, addition or repeal be contained in the written notice of the meeting; such notice to be given by ordinary mail to all members of THE CMH BOARD and to all members of the Board of Commissions of Gogebic County at least 30 days prior to such meeting.



GOGEBIC COUNTY

**EQUALIZATION DEPARTMENT**

Director: Kathy Jo Koval    Deputy: Tina Marie Romosz

April 23, 2021

Mrs. Ramona Collins

County Clerk

RE: 2021 Equalization

Dear Mrs. Collins:

Kindly include Equalization on the agenda for the April 28, 2021 County Board of Commissioner's meeting.

We will be confirming the 2021 County Equalized Value and the State Equalized Value.

Thank you.

Kathy Jo Koval

Director - MAAO