



# BOARD OF COMMISSIONERS

1 S. Main St., 9th Floor  
Mount Clemens, Michigan 48043  
586-469-5125 FAX 586-469-5993  
macombcountymi.gov/boardofcommissioners

JUNE 17, 2010

## NOTICE OF MEETING

There will be a meeting of the **BOARD OF COMMISSIONERS** on Thursday, June 24, 2010, at **7 p.m.**, on the 9th Floor of the County Administration Building, in the Commissioners' Board Room, Mount Clemens.

(Invocation this month is by Commissioner Dana Camphous-Peterson)

## TENTATIVE AGENDA

1. Presentation of Resolution to Mike Damman (**Board Chair**)
2. **COMMITTEE REPORTS:**
  - a) Technology & Communications, June 14 (attached)
  - b) Buildings, Roads & Public Works, June 14 (attached)
  - c) Public Safety & Corrections, June 15 (attached)
  - d) Administrative Services, June 16 (attached)
  - e) Planning & Economic Development, June 16 (attached)
3. **RESOLUTIONS:**
  - a) Commending ASI Instruments on Receiving the 2009 Best Small Business Award (offered by Bruley, Carabelli and Sauger; recommended by PED Committee on 6-16-10; currently being developed)

In addition to the agenda items listed, committee reports are also anticipated from the following committee meetings: Education and Training, June 16; Senior Services, Health and Environmental Services and Public Services, June 17; Budget, June 21, Personnel, June 22 and Finance, June 23.

Any other matters that require Full Board consideration and the reports listed above will be attached to your official Full Board agenda.

**Corinne Bedard**  
Committee Reporter

## MACOMB COUNTY BOARD OF COMMISSIONERS

Andrey Duzyj - District 1  
Marvin E. Sauger - District 2  
Phillip A. DiMaria - District 3  
Toni Mocer - District 4  
Susan L. Doherty - District 5

Sue Rocca - District 7  
David Flynn - District 8  
Robert Mijac - District 9  
Ken Lampar - District 10  
Ed Szczepanski - District 11

James L. Carabelli - District 12  
Don Brown - District 13  
Brian Brdak - District 14  
Keith Rengert - District 15  
Carey Torrice - District 16

Paul Gielegem  
District 19  
Chairman

Kathy Tocco  
District 20  
Vice Chair

Joan Flynn  
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Sergeant-At-Arms

Ed Bruley - District 17  
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Irene M. Kepler - District 21  
Frank Accavitti Jr. - District 22

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JUNE 14, 2010

**TO: BOARD OF COMMISSIONERS**

**FROM: FRANK ACCAVITTI, JR., CHAIR  
TECHNOLOGY AND COMMUNICATIONS COMMITTEE**

**RE: RECOMMENDATIONS FROM TECHNOLOGY AND COMMUNICATIONS COMMITTEE  
MEETING OF JUNE 14, 2010**

At a meeting of the Technology and Communications Committee, held Monday, June 14, 2010, the following recommendations were made and are being forwarded to the Full Board for approval:

## 1. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)

A MOTION WAS MADE BY SPRYS, SUPPORTED BY DUZYJ, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE THE FOLLOWING MISCELLANEOUS DEPARTMENT REQUESTS:

12 DESKTOP COMPUTERS FOR THE COMMUNITY CORRECTIONS OFFICE AT A COST NOT TO EXCEED \$9,031.44; FUNDING IS AVAILABLE IN THE BYRNE JUDICIAL AID GRANT;

68 DESKTOP COMPUTERS AND 68 MICROSOFT TERMINAL SERVER USER LICENSES FOR THE MACOMB COUNTY COMMUNITY SERVICES AGENCY AT A COST NOT TO EXCEED \$56,006.16. FUNDING IS AVAILABLE FROM THE FOLLOWING GRANTS: HEAD START FEDERAL GRANT (\$31,000), COMMUNITY SERVICES BLOCK GRANT – AMERICAN RECOVERY AND REINVESTMENT ACT (\$4,800), COMMUNITY SERVICES BLOCK GRANT (\$7,000), DEPARTMENT OF ENERGY – AMERICAN RECOVERY AND REINVESTMENT ACT GRANT (\$9,200), THE EMERGENCY FOOD ASSISTANCE PROGRAM GRANT – AMERICAN RECOVERY AND REINVESTMENT ACT GRANT (\$3,000), SENIOR NUTRITION HOME DELIVERED MEALS FEDERAL GRANT (\$10,000), CHORE CITIES GRANT (\$1,000), CHORE HOME INJURY CONTROL GRANT (\$1,000) AND HOMELESS SERVICES GRANT (\$1,000);

ONE SCANNER FOR THE PROSECUTOR'S OFFICE AT A COST NOT TO EXCEED \$898.92; FUNDING IS PROVIDED FROM THE IT CAPITAL FUND;

ONE DESKTOP COMPUTER, ONE MS OFFICE 2007 LICENSE AND ONE MICROSOFT TERMINAL SERVER USER LICENSE FOR THE PUBLIC HEALTH DEPARTMENT AT A COST NOT TO EXCEED \$1,075.32; FUNDING IS AVAILABLE IN THE PUBLIC HEALTH – COMPUTER PROJECTS ACCOUNT;

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Jeffery S. Sprys - District 26

**TECHNOLOGY AND COMMUNICATIONS COMMITTEE  
COMMITTEE RECOMMENDATIONS  
JUNE 14, 2010**

**2**

ONE DESKTOP COMPUTER, ONE MS OFFICE LICENSE, ONE BLACK AND WHITE PRINTER AND ONE MICROSOFT TERMINAL SERVER LICENSE FOR THE PUBLIC HEALTH DEPARTMENT AT A COST NOT TO EXCEED \$2,522.04; FUNDING IS AVAILABLE IN THE PUBLIC HEALTH – CHILDREN SPECIAL HEALTH CARE SERVICE PROGRAM GRANT FUND;

SEVEN DESKTOP COMPUTERS, ONE BLACK AND WHITE PRINTER, TWO NETWORK DROPS AND ONE MICROSOFT LICENSE FOR THE REGISTER OF DEEDS DEPARTMENT AT A COST NOT TO EXCEED \$7,562.76; FUNDING IS AVAILABLE IN THE AUTOMATION TECHNOLOGY FUND; AND

FIVE LAPTOP COMPUTERS, FIVE DOCKING STATIONS WITH MONITORS, KEYBOARDS AND MOUSE, FIVE FLASH DRIVES, FIVE MICROSOFT LICENSES, TWO MOBILE PRINTERS AND FIVE NOTEBOOK BAGS ON WHEELS FOR THE VETERANS' AFFAIRS DEPARTMENT AT A COST NOT TO EXCEED \$9,452.67; FUNDING IS AVAILABLE IN THE VETERANS' AFFAIRS CAPITAL EXPENSE – COMPUTER EQUIPMENT FUNDS.

**THE MOTION CARRIED.**

**2. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY SZCZEPANSKI, SUPPORTED BY SPRYS, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE THE ISSUANCE OF A REQUEST FOR PROPOSAL SEEKING QUALIFIED BIDS FOR AN ELECTRONIC FILING AND SERVICE SYSTEM FOR THE MACOMB COUNTY 16<sup>TH</sup> CIRCUIT AND PROBATE COURTS. **THE MOTION CARRIED.**

**3. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY DUZYJ, SUPPORTED BY D. FLYNN, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE THE ISSUANCE OF A REQUEST FOR PROPOSAL SEEKING QUALIFIED BIDS FOR A GLOBAL POSITION SATELLITE SYSTEM AND EQUIPMENT TO BE USED BY MACOMB COUNTY COMMUNITY SERVICES AGENCY'S HEAD START, NUTRITION AND COMMUNITY SERVICES BLANK GRANT ESSENTIAL MEDICAL TRANSPORTATION PROGRAMS. **THE MOTION CARRIED.**

**A MOTION TO ADOPT THE COMMITTEE REPORT WAS MADE BY CHAIR ACCAVITTI, SUPPORTED BY VICE CHAIR BOYLE.**

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM: \_\_\_\_\_

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve the purchase of twelve (12) desktop computers for the Community Corrections Office at a cost not to exceed \$9,031.44. Funding is available in the Byrne Judicial Aid Grant.

INTRODUCED BY: Commissioner Frank Accavitti, Jr., Chair, Technology and Communications Committee

COMMITTEE/MEETING DATE

TAC Committee June 14, 2010 *Approved*

*Full Board 6-24-10*

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_  
AGENDA ITEM: \_\_\_\_\_

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve the purchase of sixty-eight (68) desktop computers and sixty-eight (68) Microsoft terminal server user licenses for the MCCA Macomb County Community Services Agency at a cost not to exceed \$56,006.16

Funding is available from the following Grants:

Head Start Federal Grant - \$31,000

Community Services Block Grant (CSBG) - American Recovery and Reinvestment Act (ARRA) - \$4,800

Community Services Block Grant (CSBG) - \$7,000

Department of Energy (DOE) - American Recovery and Reinvestment Act (ARRA) Grant - \$9,200

The Emergency Food Assistance Program (TEFAP) Grant - American Recovery and Reinvestment Act (ARRA) Grant - \$3,000

Senior Nutrition Home Delivered Meals Federal Grant - \$10,000

Chore Cities Grant - \$1,000

Chore Home Injury Control Grant - \$1,000

Homeless Services Grant - \$1,000

INTRODUCED BY: Commissioner Frank Accavitti, Chairperson-Technology and Communication Committee

COMMITTEE/MEETING DATE

TAC June 14, 2010

Full Board 6-24-10

Approved

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_  
AGENDA ITEM: \_\_\_\_\_

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve the purchase of one (1) Scanner for the Prosecutor's Office at a cost not to exceed \$898.92 funding is provided from the IT Capital Fund.

INTRODUCED BY: Commissioner Frank Accavitti, Jr., Chair, Technology and Communications Committee

COMMITTEE/MEETING DATE

TAC Committee 6-14-10 *Approved*  
Full Board 6-24-10

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_  
AGENDA ITEM: \_\_\_\_\_

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve the purchase of one (1) desktop computer; one (1) MS Office 2007 license; one (1) Microsoft terminal server user license for the Public Health Department at a cost not to exceed \$1,075.32; funding is available in the Public Health – Computer Projects Account

INTRODUCED BY: Commissioner Frank Accavitti, Jr., Chair, Technology and Communications Committee

COMMITTEE/MEETING DATE

TAC Committee June 14, 2010

*Approved*

Full Board 6.24.10

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_  
AGENDA ITEM: \_\_\_\_\_

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve the purchase of one (1) desktop computer; one (1) MS Office license; one (1) black and white printer; one (1) Microsoft terminal server license for the Public Health Department at a cost not to exceed \$2,522.04; funding is available in the Public Health – Children Special Health Care Service Program Grant Fund.

INTRODUCED BY: Commissioner Frank Accavitti, Jr., Chair, Technology and Communications Committee

COMMITTEE/MEETING DATE

TAC Committee June 14, 2010

Full Board 6-24-10

*Approved*



RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_  
AGENDA ITEM: \_\_\_\_\_

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve the purchase of seven (7) desktop computers; one (1) black and white printer; two (2) network drops; one (1) Microsoft license for the Register of Deeds department at a cost not to exceed \$7,562.76 funding is available in the Automation Technology Fund.

INTRODUCED BY: Commissioner Frank Accavitti, Jr., Chair, Technology and Communications Committee

COMMITTEE/MEETING DATE

TAC Committee June 14, 2010 *Approved*  
Full Board 6-24-10

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE:  
AGENDA ITEM:

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve the purchase of five (5) laptops computers; five (5) docking stations with monitors, keyboards, and mouse; five (5) flash drives; five (5) Microsoft licenses; two (2) mobile printers; five (5) notebook bags on wheels for the Veterans Affairs at a cost not to exceed \$9,452.67 funding is available in the Veterans Affairs Capital Expense – Computer Equipment Funds.

INTRODUCED BY: Commissioner Frank Accavitti, Chairperson-Technology and Communication Committee

COMMITTEE/MEETING DATE

TAC June 14, 2010 *Approved*  
*Full Board 6-24-10*

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE:  
AGENDA ITEM:

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve the issuance of a Request for Proposal seeking qualified bids for an electronic filing and service system for the Macomb County 16<sup>th</sup> Circuit and Probate Courts.

INTRODUCED BY: Commissioner Frank Accavitti, Jr., Chair, Technology and Communications Committee

COMMITTEE/MEETING DATE

TAC Committee/ June 14, 2010

*Approved*

Full Board 6-24-10

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RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE:  
AGENDA ITEM:

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve the issuance of a Request for Proposal seeking qualified bids for a Global Position Satellite (GPS) system and equipment to be used by Macomb County Community Services Agency's (MCCSA) Head Start, Nutrition and Community Services Blank Grant (CSBG) Essential Medical Transportation Programs.

INTRODUCED BY: Commissioner Frank Accavitti, Chairperson-Technology and Communication Committee

COMMITTEE/MEETING DATE

TAC June 14, 2010

*Approved*  
Full Board 6-24-10



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June 14, 2010

**TO: BOARD OF COMMISSIONERS**

**FROM: ANDREY DUZYJ, CHAIR  
BUILDINGS, ROADS AND PUBLIC WORKS COMMITTEE**

**RE: RECOMMENDATION FROM BUILDINGS, ROADS AND PUBLIC  
WORKS COMMITTEE MEETING OF JUNE 14, 2010**

At a meeting of the Buildings, Roads and Public Works Committee, held Monday, June 14, 2010, the following recommendation was made and is being forwarded to the Full Board for approval:

## **1. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY CARABELLI, SUPPORTED BY DOHERTY, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AWARD THE 2010 COURT BUILDING PRECAST RESTORATION PROJECT TO THE LOW BIDDER, DRV CONTRACTORS, LLC, LOCATED IN SHELBY TOWNSHIP, IN THE AMOUNT OF \$134,885; FURTHER, FUNDS ARE AVAILABLE IN THE CAPITAL BUDGET. **THE MOTION CARRIED.**

**A MOTION TO ADOPT THE COMMITTEE REPORT WAS MADE BY CHAIR DUZYJ, SUPPORTED BY VICE-CHAIR CARABELLI.**

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RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM: \_\_\_\_\_

**MACOMB COUNTY, MICHIGAN**

RESOLUTION TO: Award the 2010 Court Building Precast Restoration Project to the low bidder,

DRV Contractors, LLC, located in Shelby Township, in the amount of \$134,885.00

Funds for this Project are available in the Capital Budget.

INTRODUCED BY: Commissioner Andrey Duzyj, Chair

Buildings, Roads & Public Works

**COMMITTEE/MEETING DATE**

Buildings, Roads & Public Works: 6/14/10

Full Board 6-24-10

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JUNE 15, 2010

**TO: BOARD OF COMMISSIONERS**

**FROM: PHILLIP DiMARIA, CHAIR  
PUBLIC SAFETY AND CORRECTIONS COMMITTEE**

**RE: RECOMMENDATIONS FROM PUBLIC SAFETY AND CORRECTIONS COMMITTEE MEETING  
OF JUNE 15, 2010**

At a meeting of the Public Safety and Corrections Committee, held Tuesday, June 15, 2010, the following recommendations were made and are being forwarded to the Full Board for approval:

**1. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY ROCCA, SUPPORTED BY CARABELLI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE MACOMB COUNTY COMMUNITY CORRECTIONS TO APPLY FOR THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) FUNDING FOR 2010. A TOTAL OF \$147,154 WAS ALLOCATED TO LOCAL JURISDICTIONS THAT INCLUDE MACOMB COUNTY AND WARREN. FURTHER, TO AUTHORIZE THE COUNTY TO ACT AS FIDUCIARY FOR THESE FUNDS AND ENTER INTO A MEMORANDUM OF UNDERSTANDING REGARDING THE SAME. THIS FEDERAL GRANT PROGRAM DOES NOT REQUIRE ANY LOCAL/COUNTY MATCH FUNDS. **THE MOTION CARRIED.**

**2. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY DOHERTY, SUPPORTED BY SPRYS, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ACCEPT AND ENTER INTO THE 2009 HOMELAND SECURITY CITIZEN CORPS PROGRAM GRANT AGREEMENT IN THE AMOUNT OF \$18,312. THERE IS NO LOCAL MATCH. **THE MOTION CARRIED.**

**3. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY DOHERTY, SUPPORTED BY ROCCA, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE THE OFFICE OF EMERGENCY MANAGEMENT AND COMMUNICATIONS TO APPLY FOR A 2010 COMMUNITY ORIENTATED POLICING SERVICES (COPS) TECHNOLOGY GRANT IN THE AMOUNT OF \$500,000 FOR EQUIPMENT AND TECHNOLOGY FOR A CENTRALIZED DISPATCH FACILITY. NO LOCAL MATCH IS REQUIRED. **THE MOTION CARRIED.**

A MOTION TO ADOPT THE COMMITTEE REPORT WAS MADE BY CHAIR DiMARIA, SUPPORTED BY VICE CHAIR BOYLE.

## MACOMB COUNTY BOARD OF COMMISSIONERS

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Jeffery S. Sprys - District 26

RESOLUTION NO. \_\_\_\_\_ FULL BOARD MEETING DATE:

AGENDA ITEM:

**MACOMB COUNTY, MICHIGAN**

RESOLUTION TO authorize Macomb County Community Corrections to apply for the Edward Byrne Memorial Justice Assistance Grant (JAG) funding for 2010. A total of \$147,154 was allocated to local jurisdictions that include Macomb County and Warren. Authorize the County to act as fiduciary for these funds and enter into a Memorandum of Understanding regarding the same. This federal grant program does not require any local/county match funds.

INTRODUCED BY: Phil DiMaria, Chair, Public Safety and Corrections

COMMITTEE/MEETING DATE

PSC 6-15-10 Approved  
Full Board 6-24-10

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RESOLUTION NO: \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM: \_\_\_\_\_

**MACOMB COUNTY, MICHIGAN**

**RESOLUTION TO:** Accept and enter in to the 2009 Homeland Security Citizen Corps Program Grant Agreement in the amount of \$18,312.00. There is no local match.

**INTRODUCED BY:** Commissioner Phillip DiMaria, Chairman, Public Safety & Corrections Committee

See attached report.

COMMITTEE/MEETING DATE

PSC 6-15-10 Approved  
Full Board 6-24-10

\_\_\_\_\_

RESOLUTION NO: \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM: \_\_\_\_\_

**MACOMB COUNTY, MICHIGAN**

**RESOLUTION TO:** Authorize the Office of Emergency Management & Communications to apply for a 2010 COPS Technology Grant in the amount of \$500,000 for equipment & technology for a centralized dispatch facility. No local match is required.

**INTRODUCED BY:** Commissioner Phillip DiMaria, Chairman, Public Safety & Corrections Committee

See attached report.

COMMITTEE/MEETING DATE

PSC 6-15-10 Approved

Full Board 6-24-10

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June 16, 2010

**TO: BOARD OF COMMISSIONERS**

**FROM: KATHY VOSBURG, CHAIR  
ADMINISTRATIVE SERVICES COMMITTEE**

**RE: RECOMMENDATION FROM ADMINISTRATIVE SERVICES  
COMMITTEE MEETING OF JUNE 16, 2010**

At a meeting of the Administrative Services Committee, held Wednesday, June 16, 2010, the following recommendation was made and is being forwarded to the Full Board for approval:

**1. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY CAMPHOUS-PETERSON, SUPPORTED BY J. FLYNN, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE THE CLERK/REGISTER OF DEEDS TO WORK WITH THE PURCHASING AND INFORMATION TECHNOLOGY DEPARTMENTS AND ASK FOR A REQUEST FOR PROPOSAL (RFP) TO REVOLUTIONIZE THE VITAL RECORDS PROCESS BY PROVIDING A SYSTEM TO ENABLE CUSTOMERS TO APPLY FOR VITAL RECORDS ONLINE AND ENABLE CLERK STAFF TO IMPORT THAT DATA DIRECTLY INTO THE VITAL RECORDS SYSTEM, ELIMINATING DATA ENTRY AND IMPROVING EFFICIENCY BY PROVIDING THE CLERK A WAY TO PROCESS MORE REQUESTS PER EMPLOYEE. **THE MOTION CARRIED.**

A MOTION TO ADOPT THE COMMITTEE REPORT WAS MADE BY CHAIR VOSBURG, SUPPORTED BY COMMISSIONER ACCAVITTI.

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RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM: \_\_\_\_\_

**MACOMB COUNTY, MICHIGAN**

**RESOLUTION TO: AUTHORIZE THE CLERK/REGISTER OF DEEDS TO WORK WITH THE PURCHASING DEPARTMENT AND INFORMATION TECHNOLOGY DEPARTMENT AND ASK FOR A REQUEST FOR PROPOSALS ("RFP") TO REVOLUTIONIZE THE VITAL RECORDS PROCESS BY PROVIDING A SYSTEM TO ENABLE CUSTOMERS TO APPLY FOR VITAL RECORDS ONLINE AND ENABLE CLERK STAFF TO IMPORT THAT DATA DIRECTLY INTO THE VITAL RECORDS SYSTEM, ELIMINATING DATA ENTRY AND IMPROVING EFFICIENCY BY PROVIDING THE CLERK A WAY TO PROCESS MORE REQUESTS PER EMPLOYEE.**

**BACKGROUND:**

Macomb County Clerk / Register of Deeds Carmella Sabaugh is trying to find innovative ways to use technology to serve customers who have an increasing demand for service, while at the same time coping with the budget reality and the loss of 16 positions over the last two years. The only way the clerk can provide more service with less staff is to increase efficiency by using technology to enable each staff person to serve more customers.

The current way a clerk customer applies for a vital record, such as marriage license, business license, or concealed pistol license, is to hand-write or type information on a paper application form and submit it to the county clerk. Customers may also print application forms from the Web site, then hand-write or type on them and submit them to the clerk. Clerk staff then types the information from the customer's application form into the vital records computer system.

The current method is slow, redundant, and subject to typing mistakes. In many cases, the same information that was typed by the customer onto the application form is retyped by clerk staff into the computer. This method is prone to typing mistakes because the same information is typed twice.

Macomb County Clerk / Register of Deeds Carmella Sabaugh envisions a system where customers apply for vital records online. The data typed by the customer would have some automatic validation, such as mailing address, date ranges and more. Once a customer submits an application electronically, the data would be held in a queue where it would be reviewed by clerk staff and either accepted or rejected. If application data were accepted, it would automatically be brought into the vital records system where records could quickly be printed.

This system would reduce the need for the second round of data entry, would increase the accuracy of data, would increase staff efficiency by enabling clerk staff to process more customers per staff member, and would provide a better customer experience.

Sabaugh also envisions a system where customers can select a time to pick up their records in the office when lines are shorter and wait times a shorter, similar to the way customers at Apple can sign up for an appointment or the way Disney FastPass customers can avoid long lines.

Also attached is an IT Department project tracking printout showing all of the county time and resources spent on this project so far.

INTRODUCED BY: COMMISSIONER KATHY VOSBURG, CHAIRPERSON  
ADMINISTRATIVE SERVICES COMMITTEE

COMMITTEE/MEETING DATE: June 16, 2010

*Full Board 6-24-10*



# BOARD OF COMMISSIONERS

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JUNE 16, 2010

**TO: BOARD OF COMMISSIONERS**

**FROM: JAMES CARABELLI AND EDWARD BRULEY, CO-CHAIRS  
PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE**

**RE: RECOMMENDATIONS FROM PLANNING AND ECONOMIC  
DEVELOPMENT COMMITTEE MEETING OF JUNE 16, 2010**

At a meeting of the Planning and Economic Development Committee, held Wednesday, June 16, 2010, the following recommendations were made and are being forwarded to the Full Board for approval:

**1. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY DUZYJ, SUPPORTED BY D. FLYNN, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE A CONTRACT WITH SOLID GROUND IN THE AMOUNT OF \$67,521 UTILIZING HOME FUNDS, CONDITIONAL UPON SOLID GROUND MAINTAINING AT LEAST AN 80% OCCUPANCY RATE. IN ADDITION, SOLID GROUND MUST REPORT TO THE PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE ON A MONTHLY BASIS FOR THE REMAINDER OF 2010. **THE MOTION CARRIED.**

**2. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY D. FLYNN, SUPPORTED BY MOCERI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE AN INCREASE IN THE HOME GRANT FOR SPRINGHILL HOUSING CORPORATION MAKING THE GRANT TOTAL \$354,943. **THE MOTION CARRIED WITH CARABELLI VOTING “NO.”**

**3. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY D. FLYNN, SUPPORTED BY MOCERI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE THE EXECUTION OF A CONTRACT WITH HABITAT FOR HUMANITY UTILIZING HOME FUNDS. **THE MOTION CARRIED.**

**4. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY BROWN, SUPPORTED BY MIJAC, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE AND AUTHORIZE THE BOARD CHAIR TO ACCEPT A \$2,000 GRANT FROM THE DALMAC FUND TO FINANCE 100% OF THE COSTS OF THE “MEET ME ON THE TRAIL” EVENT AND PROVIDE FOR THE CREATION AND PRINTING OF NEW TRAIL MAP DISPLAYS AND BROCHURES. THIS GRANT REQUIRES NO LOCAL MATCH DOLLARS. **THE MOTION CARRIED.**

## MACOMB COUNTY BOARD OF COMMISSIONERS

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District 20  
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District 6  
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**5. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A MOTION WAS MADE BY D. FLYNN, SUPPORTED BY MIJAC, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE AND AUTHORIZE THE BOARD CHAIR TO APPROVE THE SUBMISSION OF A 2010 MICHIGAN NATURAL RESOURCES TRUST FUND APPLICATION FOR ACQUISITION AND/OR LEASE OF THE LAKE ST. CLAIR SHORELINE ON THE PROPERTY IN CONTROL BY THE SELFRIDGE ANGB LOCATED IN HARRISON TOWNSHIP. **THE MOTION CARRIED.**

A MOTION TO ADOPT THE COMMITTEE REPORT WAS MADE BY CO-CHAIRS CARABELLI AND BRULEY, SUPPORTED BY VICE CHAIR D. FLYNN.

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RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE:  
AGENDA ITEM:

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Recommend that the Board of Commissioners authorize a contract with Solid Ground in the amount of \$67,521 utilizing HOME funds. \* (see below)

INTRODUCED BY: Commissioners James Carabelli and Edward Bruley, Co-Chairs

DESCRIPTION:

See Attached Memorandum Dated June 8, 2010



AMENDMENT

A MOTION WAS MADE BY D. FLYNN, SUPPORTED BY DUZYJ, TO ADD THE FOLLOWING LANGUAGE TO THE MOTION: "CONDITIONAL UPON SOLID GROUND MAINTAINING AT LEAST AN 80% OCCUPANCY RATE. IN ADDITION, SOLID GROUND MUST REPORT TO THE PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE ON A MONTHLY BASIS FOR THE REMAINDER OF 2010."

COMMITTEE/MEETING DATE

PED 6/16/2010

Full Board 6-24-10

Approved

PED 6-16-10  
itm # 7c  
(distributed)

Substitute resolution

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM: \_\_\_\_\_

MACOMB COUNTY, MICHIGAN

**RESOLUTION TO:**

Approve an increase in the HOME grant for Springhill Housing Corporation making the grant total \$354,943.

**INTRODUCED BY:** Ed Bruley, Co-Chair, Planning & Economic Development Committee  
James L. Carabelli, Co-Chair, Planning & Economic Development Committee

**DESCRIPTION:**

See memorandum dated May 10, 2010, regarding the cited documents and their importance to the continuing housing and community development effort in Macomb County.

**COMMITTEE/MEETING DATE**

PED 6-16-10 Approved  
Full Board 6-24-10

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\_\_\_\_\_



RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE:  
AGENDA ITEM:

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Recommend that the Board of Commissioners authorize the execution of a contract with Habitat for Humanity utilizing HOME funds.

INTRODUCED BY: Commissioners James Carabelli and Edward Bruley, Co-Chairs

DESCRIPTION:

See Attached Memorandum Dated June 8, 2010

COMMITTEE/MEETING DATE

PCD 6/16/2010

Full Board 6-24-10

Approved

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE:  
AGENDA ITEM:

MACOMB COUNTY, MICHIGAN

RESOLUTION TO: Approve and authorize the Board Chair to accept a \$2,000 grant from the DALMAC Fund to finance 100% of the costs of the "Meet Me On The Trail" event and provide for the creation and printing of new trail map displays and brochures. This grant requires no local match dollars.

INTRODUCED BY: Commissioners James Carabelli and Edward Bruley, Co-Chairs

DESCRIPTION:

COMMITTEE/MEETING DATE

PED 6/16/2010

Full Board 6-24-10

Approved

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE:  
AGENDA ITEM:

MACOMB COUNTY, MICHIGAN

**RESOLUTION TO:** Approve and authorize the Board Chair to approve the submission of a 2010 Michigan Natural Resources Trust Fund application for acquisition and/or lease of the Lake St. Clair shoreline on the property in control by the Selfridge ANGB located in Harrison Township.

**INTRODUCED BY:** Commissioners James Carabelli and Edward Bruley, Co-Chairs

**DESCRIPTION:**

COMMITTEE/MEETING DATE

PED 6/16/2010

Full Board 6-24-10

*Approved*