

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes

February 5, 2002

9:00 a.m.

Members present: Don Schuiteman, Laura Stanek and Bernie Blackmore
Members absent: None
Others present: Pete Garwood

1. Meeting called to order at 9:00 a.m.

2. Antrim Kalkaska Community Mental Health – Affiliation

Alexis Kaczynski from Northern Michigan Community Mental Health came in to discuss the procedure to allow AKCMH to affiliate with other Community Mental Health agencies in northern Michigan. The action the Board of Commissioners took last month was not enough to allow the AKCMH to be a part of the application for providing mental health services submitted by Northern Michigan CMH.

Ms. Kaczynski presented the Committee with both the Intergovernmental Agreement for the Transfer of Functions and Responsibilities, along with the newly drafted amendments to the agreement. The documents will allow the AKCMH to participate in the application to provide services through the 21 county mental health affiliation. Ms. Kaczynski walked the Committee through the agreement and amendment.

Chairman Schuiteman outlined the following process:

- Get the agreement and the amendment in the Board of Commissioners packets.
- Get a copy to legal counsel for review.
- Draft a cover letter indicating why there is an urgent timeline for approval.

3. Probate/Family Court Update

Bill Hefferan, Probate/Family Court Administrator presented the financial reports for the Probate Court.

Mr. Hefferan updated the Committee on the status of a number of youth currently being handled by the court.

4. Committee Appointment Review

The Committee reviewed the letters of interest for appointment to the Veterans Affairs Committee.

Motion by Bernie Blackmore, supported by Laura Stanek to recommend to the Administration Committee and the Board of Commissioner Chair that Roger Simon be reappointed to the Veterans Affairs Committee. Motion carried – unanimous.

The Committee reviewed letters of interest for appointment to the Commission on Aging (COA).

Motion by Laura Stanek, supported by Bernie Blackmore to recommend the Administration Committee and Board of Commissioner Chair reappoint the current members (Sylvia Hebden, Dr. Mary Kokosky and Edward Bradford) to fill the three open positions on the Commission on Aging Board. Motion carried – unanimous.

The Committee also discussed the possibility of amending the COA Procedures of Operation so that the entire COA Board is not up for reappointment annually. Mr. Garwood has already discussed this issue with Carol Mitchell, the Director of the COA, to let her know the recommendation for change should come from the COA Board to the Board of Commissioners, through the Human Services Committee.

The Committee reviewed letters of interest for appointment to the Antrim Kalkaska Community Mental Health Board.

Motion by Bernie Blackmore, supported by Laura Stanek to recommend to the Administration Committee and Board of Commissioner Chair the appointment of Louis Scholl to the AKCMH Board. Motion carried – unanimous.

Motion by Bernie Blackmore, supported by Laura Stanek to recommend to the Administration Committee and Board of Commissioner Chair the appointment of Timothy Meagher to the AKCMH Board. Motion carried – unanimous.

Motion by Bernie Blackmore, supported by Laura Stanek to recommend to the Administration Committee and Board of Commissioner Chair the appointment of Betsy Brown to the AKCMH Board. Motion carried – unanimous.

5. AKCMH Affiliation (continued)

Mr. Koop, Legal Counsel joined the Committee meeting after meeting with Alexis Kaczynski on the Intergovernmental Agreement for the Transfer of Functions and Responsibilities, and indicated no concerns with the agreement and amendment.

Motion by Bernie Blackmore, supported by Laura Stanek to recommend the Board of Commissioners approve the Intergovernmental Agreement for the Transfer of Functions and Responsibilities, along with the amendment (attached), to allow the AKCMH to participate in the Northern Michigan Affiliation, and the Chairman be authorized to sign the same. Motion carried – unanimous.

6. Area Agency on Aging

The Committee reviewed a communication from Manistee County regarding a process with the Area Agency on Aging (AAA) and the County COA's. No action taken.

7. Consent Agenda

The Committee decided to put the entire meeting minutes except for #2 and #5 (AKCMH Affiliation) on the consent agenda.

Meeting adjourned at 11:50 a.m.

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes March 5, 2002

Members present: Bernie Blackmore, Don Schuiteman, Laura Stanek
Members absent: None
Others present: Pete Garwood

1. Meeting called to order at 9:10 a.m.

2. Middle School Programs

Mr. Richard Diebold, Assistant Superintendent from CharEm Intermediate School District addressed the Committee with an update on alternative education programs offered to children in Antrim County as well as reviewed the history of the issues since early 2000.

Judge Hayes, Probate Court, and Bill Hefferan, Probate Court Administrator joined the meeting at 9:30 a.m.

Motion by Bernie Blackmore, supported by Laura Stanek to direct Mr. Peter Garwood to work with Mr. Diebold to draft a letter for the Board of Commissioners to address the questions of the needs for middle school children to the MPCB. Motion carried – unanimous.

3. Probate/Family Court Update

Judge Hayes and Mr. Hefferan presented the financial reports for the Child Care Fund.

4. Computers

Mr. Hefferan asked if the Probate Court could donate their old computers. Mr. Hefferan stated the Bellaire Computer Center indicated they could delete the information on the hard drive.

Motion by Bernie Blackmore, supported by Laura Stanek to recommend to the Board of Commissioners allow the used computers from Probate Court to be donated to another agency within the County after all data is deleted from the hard drive. Motion carried – unanimous.

5. Northern Michigan Substance Abuse Services (NMSAS)

The Committee received a copy of memorandum from Dennis Pries to the Northern Michigan Substance Abuse Services Board of Directors, regarding a recommendation by the Governor to transfer all substance abuse responsibility and funding to Community Mental Health.

6. Consent Agenda

The Committee decided to put the entire meeting minutes on the consent agenda.

Meeting adjourned at 11:05 a.m.

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes

April 30, 2002

(meeting held in 1905 Courthouse - Probate Courtroom)

Members present: Bernie Blackmore, Laura Stanek

Members absent: Don Schuiteman

Others present: Pete Garwood

1. Meeting called to order at 9:00 a.m.

2. Family and Probate Court Update

Judge Norman Hayes and Mr. Bill Hefferan, Probate Court Administrator, updated the Committee on the Probate Court activities. Mr. Hefferan distributed the financial reports.

Motion by Laura Stanek, supported by Bernie Blackmore, to approve the Family and Probate Court financial report. Motion carried – unanimous.

3. AKCMH Update – County Review of Directorship

Mr. Charles Koop, Legal Counsel, reviewed the authority of the Board of Commissioners regarding the hiring of a CMH director.

Motion by Bernie Blackmore, supported by Laura Stanek, to recommend the Board of Commissioners request the CMH Board allow a county commissioner from each county to participate on the selection committee for the search and hiring of the CMH Director and drafting of the contract for the AKCMH Director. Motion carried – unanimous.

Committee directed Mr. Garwood to contact the Kalkaska County Chair and inform them of the Antrim County Boards actions.

4. Meadowview Letter

Committee reviewed a communication from attorney, Robert W. Parker to Ms. Judy Martin, Administrator for Meadow Brook Medical Care Facility.

Mr. Koop reviewed the history of the lease agreement for the Meadowview apartments.

Motion by Laura Stanek, supported by Bernie Blackmore, to direct the prosecutors' office to draft a lease for Meadowview Apartments and have it ready for the May 9th Board of Commissioners meeting. Motion carried – unanimous.

5. Consent Agenda

Committee decided to put all items on the consent agenda.

The Committee went on a tour of the 1905 Courthouse.

Meeting adjourned at 10:30 a.m.

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes June 4, 2002

Members present: Don Schuiteman, Bernie Blackmore, and Laura Stanek

Members absent: None

Others present: Pete Garwood and Jack White

1. Meeting called to order at 9:03 a.m.

2. Meadowview Apartments

Others present for this issue: George and Betty Perkins, and Fred Vermeersch.

Chairman Schuiteman reviewed the background on the lease agreement (attached) prepared by County Legal Counsel.

Mr. Perkins passed out a copy of the most recent draft of the lease agreement amended by Legal Counsel.

Charles Koop, County Legal Counsel joined the meeting at 9:10 a.m.

The Committee reviewed the lease with those in attendance, and addressed questions and concerns.

Motion by Bernie Blackmore, supported by Laura Stanek, to recommend the Board of Commissioners approve the amendments to the lease agreement for the Meadowview Apartments. Motion carried – Unanimous.

The Committee discussed the oversight of the management of Meadowview. The discussion revolved around whether or not the FIA Board or the Board of Commissioners should be the oversight board for the apartments. Issue was tabled. Mr. Vermeersch will request a response from a FIA Board on the issue.

3. Probate Court/Family Court

Bill Hefferan, Court Administrator updated the Committee on the Probate and Family Court. Mr. Hefferan distributed the financial report for the Child Care Fund.

4. Antrim Kalkaska Community Mental Health (AKCMH) Update

Ms. Laura Stanek informed the Committee that AKCMH has a new interim director. Dr. William Birch, a retired director from Marquette CMH has been hired.

5. Consent Agenda

Committee put the entire minutes on the Consent Agenda.

Meeting Adjourned at 10:45 a.m.

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes July 2, 2002

Members present: Don Schuiteman, and Laura Stanek
Members absent: Bernie Blackmore
Others present: Pete Garwood and Laura Sexton

1. Meeting called to order at 9:03 a.m.

2. Commission on Aging (COA) Budget Request

Carol Mitchell, Director of the Commission on Aging presented her budget request.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Finance Committee and the Board of Commissioners approve the Commission on Aging budget at \$472,780.00 (.3889 mills). Motion carried – unanimous.

3. Probate Court/Family Court Budget Request

Bill Hefferan, Probate Court Administrator presented the budget request for the Probate Court/Family Court Budget request.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Finance Committee and the Board of Commissioners approve the Child Care Fund budget at \$462,640.00. Motion carried – unanimous.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Board of Commissioners authorize the Chairman to sign the Child Care Budget Summary. Motion carried – unanimous.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Board of Commissioners authorize the Chairman to sign the service contracts for the Probate/Family Court. Motion carried – unanimous.

4. Veterans Affairs Budget Request

George Perkins, Veteran's Affairs Counselor presented the budget for the Veteran's Affairs Department.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Finance Committee and the Board of Commissioners approve the Veteran's Affairs budget at \$56,460.00 and \$250 for capital outlay. Motion carried – unanimous.

5. Meadowview Apartments Budget Request

Ms. Betty Perkins, Apartment Manager presented the Meadowview Apartments budget request.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Board of Commissioners transfer the oversight of Meadowview Apartments from the FIA Board to the Board of Commissioners effective July 15, 2002. Motion carried – unanimous.

The Committee discussed raising the rent at the Meadowview Apartments.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Board of Commissioners raise the rent of the apartments at the Meadowview Apartments three (3) percent for the year 2003. Motion carried – unanimous.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Finance Committee and the Board of Commissioners approve the Meadowview Apartments Budget as amended (change equipment maintenance from \$ 7,500 to \$6,500, Contractual services from \$7,500 to \$6,500, electric from \$9,000 to \$8,500, and add bulk television at \$2,160), total budget of \$103,055.00, and capital outlay of \$400, contingent on the three (3) percent increase in rental rates. Motion carried – unanimous.

6. Family Independence Agency (FIA) Department Budget Request

Fred Harris, FIA Director presented the budget request for the FIA Department. The budget request is the same as it was last year.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Finance Committee and the Board of Commissioners approve the FIA budget request as presented (\$13,000). Motion carried – unanimous.

7. Area Agency on Aging (AAA) Budget Request

Greg Piaskowski, Director of AAA presented his budget request.

Motion by Laura Stanek, supported by Don Schuiteman, to recommend the Finance Committee and the Board of Commissioners approve the AAA appropriation request for 2003 (\$3,841.00). Motion carried – unanimous.

8. Meadow Brook Award

Committee discussed the Award for Quality Care for 2002 that was received by Meadow Brook Medical Care Facility.

9. Consent Agenda

The entire Committee minutes were placed on the consent agenda.

Meeting adjourned at 11:35 a.m.

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes July 30, 2002

Members present: Don Schuiteman, Laura Stanek and Bernie Blackmore
Members absent: None
Others present: Pete Garwood and Jack White

1. Meeting called to order at 9:03 a.m.

2. Meadow Brook Medical Care Facility Issue

Charles Koop, Legal Counsel came in to discuss issues regarding the operations of the Meadow Brook Medical Care Facility and their legal authority regarding the control over funds.

Meadow Brook Medical Care Facility now has authority to hire independent legal counsel for only those issues outlined in a motion approved by the Board of Commissioners last month.

3. Meadowview Apartments

Management Policy

George and Betty Perkins came in to discuss the policy for operation of the apartments under the direction of the Human Services Committee (in behalf of the Board of Commissioners). Committee decided they wanted the following on a monthly basis:

- A summary of revenues
- A copy of all communications from the manager to the tenants
- A roster of tenants
- A briefing of all issues the management was faced within the last month

Charlie Koop will draft a letter to explain the differences in the new leases in regards to the emergency pull cords.

Communication

Mr. Perkins informed the Committee the roof needs repair. Mr. Perkins provided a proposal from Hunt Roofing Company for approximately \$40,000. Mr. Perkins also presented a quote from Springfield Construction, a company that indicated they can simply repair the roof rather than replace it.

Motion by Bernie Blackmore, supported by Laura Stanek, to recommend the Building and Grounds Committee work with Mr. Perkins on the repair of the Meadowview Apartment Building roof. Motion carried – unanimous.

Mr. Perkins will contact the company that supplies the roof and ask them to come out and evaluate the roof.

Ms. and Mr. Perkins will be on vacation September 9 through the 23. Arrangements have been made for tenants to have a contact person while the Perkins' are gone.

Motion by Bernie Blackmore, supported by Laura Stanek, to approve Ms. and Mr. Perkins vacation. Motion carried – unanimous.

Ms. Perkins indicated she would like to have the fire chief review the facility. The Committee agreed it would be a good idea.

Committee reviewed a complaint the Committee received regarding the apartment management.

Mr. Koop will write a letter to the letter writer indicating a change in policy regarding employees of Meadow Brook Medical Care Facility staying overnight in a Meadowview Apartment.

4. Antrim Kalkaska Community Mental Health (AKCMH) Update

Dr. William Birch, Interim Director updated the Committee on CMH activities.

5. Family and Probate Court Update

Judge Norman Hayes and Bill Hefferan, Court Administrator presented the financial reports for the Child Care Fund.

6. Various Matters

Area Agency on Aging (AAA)

Chairman Schuiteman brought up the budget that was formulated for Commission on Aging (COA) for the purposes of obtaining an AAA grant.

Motion by Bernie Blackmore, supported by Laura Stanek, to recommend the Board of Commissioners approve the AAA grant and authorize the Chairman to sign it. Motion carried – unanimous.

7. Consent Agenda

The entire Committee minutes were placed on the consent agenda.

Meeting adjourned at 12:00 noon.

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes September 3, 2002

Members present: Don Schuiteman, Laura Stanek and Bernie Blackmore
Members absent: None
Others present: Pete Garwood and Jack White

1. Meeting called to order at 9:00 a.m.

2. Meadow View Apartments

- Water and Sewer Issue
Eric Cline was present to discuss the Meadow View hook up with the Village of Bellaire for Sewer. The issue is whether Meadow View would be required by the Village to hook up to the sewer separate from Meadow Brook. If this were so, the County will have to pay for two hook ups (\$28,000 each). The Village Council will meet on September 18 to address this issue. Mr. Cline will notify us if the Public Works Committee meets again.
- Vacation
Betty and George Perkins, Managers of Meadow View Apartments came in to discuss Meadow View issues.
- Letter to Prosecuting Attorney
Mr. Perkins brought the Committees attention to the letter he wrote to Mr. Charles Koop, Prosecuting Attorney.
- Roofing Job at Meadowview
The roofing job is complete. Mr. Perkins informed the Committee he is seeking a quote from Springfield Construction for regular six-month inspections.
- Memorandum of Understanding (Between Meadow View and Meadow Brook) for Utilities and Services.
Mr. Schuiteman and Mr. Perkins will meet with the FIA Board about the Memorandum of Understanding.

3. Meadow Brook Medical Care Facility Budget Issue

Ms. Judy Martin, Meadow Brook Administrator presented financial projections for the Meadow Brook budget for 2003.

Motion by Bernie Blackmore, supported by Laura Stanek, to forward the budget for 2003 for Meadow Brook Medical Care Facility to the Finance Committee. Motion carried – unanimous.

4. Antrim Kalkaska Community Mental Health (AKCMH)

Mr. Kent Stoddard, AKCMH Board member and Christine Gephard, AKCMH staff updated the Committee on the proposed merger between AKCMH and Northern Michigan CMH. The merger would create a six county CMH. Voluntary layoffs, voluntary pay freezes, as well as other cost saving measures have been implemented to save dollars.

The merger will be presented to the Kalkaska Board of Commissioners on September 10 and will be presented to the Antrim County Board of Commissioners on September 12.

5. Probate and Family Court Update

Mr. Bill Hefferan, Court Administrator presented the financial report for the Probate Court.

Mr. Hefferan asked questions about the changes in the 2003 proposed Probate Court budget he received after the Finance Committee reviewed it.

Meeting adjourned at 11:55 a.m.

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes October 1, 2002

Members present: Don Schuiteman, Laura Stanek and Bernie Blackmore
Members absent: None
Others present: Pete Garwood

1. Meeting called to order at 9:00 a.m.

2. Family and Probate Court

Judge Norman Hayes and Bill Hefferan, Court Administrator presented the August and year to date financial report for the Child Care Fund.

3. Meadowview Apartments Update

George Perkins came in to update the Committee on the past months activities at the Meadowview Apartments. Currently there is only one empty apartment.

Mr. Perkins informed the committee about a tenant that is not regularly paying rent. The tenant is a month behind on rent. Mr. and Mrs. Perkins are working with the County Legal Counsel to address the situation, if needed.

- Sewer Hook Up Issue

Chairman Don Schuiteman informed the Committee of the decision of the Village of Bellaire regarding hooking the Meadowview Apartments up to the Village of Bellaire's sewer system. The Village has indicated they will require two separate hook ups for Meadow Brook and Meadowview, which could cost \$28,000 a piece (double fee for being outside the Village limits).

Motion by Laura Stanek, supported by Bernie Blackmore, to recommend the Board of Commissioners nix the plan to hook Meadowview Apartments to the Village Sewer and continue to use their separate septic system. Motion carried – unanimous.

- Electricity Service at Meadowview

There is an effort underway to find out what the charge would be for a separate hook up for the Meadowview Apartments (they currently share a meter and hook up through Meadow Brook).

- Annexation of Meadow Brook/Meadowview Apartments Property

Committee discussed the possibility of annexation of the property on which Meadow Brook and Meadowview Apartments are located. Mr. Schuiteman informed the Committee that the Family Independence Agency (FIA) Board has requested the County look into the issue.

Motion by Laura Stanek, supported by Bernie Blackmore, to direct Mr. Garwood to research the benefits and drawbacks of annexing the Meadowview/Meadow Brook property into the Village of Bellaire. Motion carried – unanimous.

- Meadow Brook/Meadowview Agreement

Judy Martin, Meadow Brook Director and Ken Thompson, Meadow Brook Maintenance Director came in to discuss the agreement for shared services between Meadow Brook and Meadowview. Ms. Martin explained the reasoning behind the proposed agreement.

Motion by Bernie Blackmore, supported by Laura Stanek, to recommend the Board of Commissioners approve the proposed "Shared Service between Meadowview and Meadow Brook Agreement" and that the Chairman be authorized to sign it. Motion carried – unanimous.

4. Antrim Kalkaska Community Mental Health (AKCMH)

Christine Gebhard and Kent Stoddard came in to update the Committee on the progress of the merger with the Northern Affiliation.

A resolution would have to be approved by all six counties. They are hoping to have the resolution adopted by all counties by the end of December 2002. The Committee informed Ms. Gebhard and Mr. Stoddard that we would want county legal counsel to review the documents. The resolution will include authority status. Ms. Gebhard will get a copy of the resolution to Mr. Garwood's office. Mr. Garwood will forward the resolution for review to legal counsel with a request for a speedy review period.

Committee indicated it would be very advantageous to have a member of the Human Services Committee on the CMH Board (*note to the Chair for next year*).

5. Meadowview Apartment Manager Benefits

Committee reviewed the request from the apartment manager for life insurance as a benefit. Committee recommends the Administration and County Services Committee review the compensation (salary and benefit) package for the Meadowview Manager position.

Meeting was adjourned at 11:45 a.m.

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes November 5, 2002

Members present: Don Schuiteman, Laura Stanek, Bernie Blackmore
Members absent: None
Others present: Pete Garwood, Jack White

1. Meeting called to order at 9:00 a.m.

2. AKCMH Update

Bill Birch, AKCMH Interim Director, Kent Stoddard, AKCMH Board Chairman, and Alexis Kaczyński, Director of Northern Michigan CMH came in to provide additional information on the proposed merger with NMCMH. The process of becoming an authority requires three public hearings prior to each of the six (6) county Board of Commissioners voting on the resolutions. The three visitors were interested in having one of those hearings in Antrim County. All three (3) of the public hearings must be held prior to any of the six (6) counties voting on the authority and merger resolutions.

Motion by Bernie Blackmore, supported by Laura Stanek, to recommend the AKCMH and NMCMH schedule the public hearings for December 3, 2002 at 9:30 a.m. in the Board of Commissioners Room. Motion carried – unanimous.

A fourth hearing is not required, but could be held at the December 12 Board of Commissioners meeting (if County felt it was necessary).

3. Family and Probate Court Update

Bill Hefferan, Court Administrator came in to give the Family and Probate Court update.

Motion by Laura Stanek, supported by Bernie Blackmore, to recommend the Board of Commissioners authorize the Board Chair's signature on the agreement between Antrim County and Leelanau County for use of the Leelanau County Youth Detention Facility. Motion carried – unanimous.

Mr. Hefferan distributed the Financial report for the fiscal year ending September 30, 2002.

Mr. Michael Crawford, Commissioner joined the meeting at 10:25 a.m. He indicated he would only observe and would not be involved in the discussion as his presence created a quorum of the full Board.

4. Meadowview Apartments Update

Mr. George Perkins, Manager of Meadowview Apartments gave a report. Meadowview is 100% occupied. One tenant is leaving, but Mr. Perkins thinks he already has the apartment rented.

Mr. Perkins informed the Committee of the tenant dinner that took place last week. At the tenant dinner Mr. and Mrs. Perkins took the opportunity to introduce the new tenants and review new policies.

Mr. Perkins informed the Committee of a meeting tomorrow with the power company to discuss hooking Meadowview Apartments to a power meter separate from Meadow Brook.

Mr. Perkins has informed tenants that the rent will increase approximately 3% for 2003. All tenants have signed the new lease agreement.

Mr. Perkins indicated that it will be necessary to replace a couple of washers in the apartment building.

Mr. Crawford left the meeting at 11:00 a.m.

About 10 bathroom fans in the apartments need to be replaced. Mr. Perkins has found a type of ceiling fan at Home Depot that can be used as a replacement (the local suppliers did not have a model that would work in this situation).

It was the consensus of the Committee the fans should be replaced.

The fans can be installed by the Meadow Brook maintenance staff, through the maintenance agreement with Meadow Brook.

Motion by Bernie Blackmore, supported by Laura Stanek, to authorize Mr. Perkins to purchase two storage shelving units at a cost of \$70 each (the funds are in the budget). Motion carried – unanimous.

Mr. Perkins discussed, with the Committee, the agreement between Meadowview Apartments and the Meadow Brook Medical Care facility for maintenance.

The Committee discussed a complaint from one of the tenants with Mr. Perkins.

Mr. Peter Garwood, Coordinator/Planner informed the Committee of what the process would be to get the property, on which Meadowview and Meadow Brook are located, annexed into the Village of Bellaire. Committee directed Mr. Garwood to have the pros and cons listed for the next Human Services Committee meeting.

Meeting adjourned at 11:40 a.m.

Human Services Committee

Laura Stanek

Don Schuiteman, Chairman

Bernie Blackmore

Minutes December 3, 2002

Members present: Don Schuiteman, Laura Stanek, and Bernie Blackmore
Members absent: None
Others present: Pete Garwood

1. Meeting called to order at 9:02 a.m.

2. December Meeting

The Committee decided the next meeting would be cancelled unless there is an urgent need.

3. Family and Probate Court

Judge Norman Hayes and Bill Hefferan, Court Administrator presented the financial report for the 2002/2003 fiscal year to date.

4. Public Hearing AKCMH Merger/Authority Status

The Public Hearing on the proposed merger between AKCMH and NMCMH and authority status for the resulting organization was called to order by Chairman Don Schuiteman at 9:30 a.m.

William Birch, Interim Executive Director of the AKCMH gave a summary of the merger proposal and the proposal for authority status.

The Chair opened the floor for public comment.

Alexis Kaczyinski, Executive Director of the Northern Michigan Community Mental Health commented on the process.

The Chair closed public comment.

Motion by Bernie Blackmore, supported by Laura Stanek, to close the public hearing. Motion carried – unanimous.

5. Meadowview Apartments Update

George Perkins, from the management of Meadowview Apartments updated the Committee on activity at the apartment building.

Committee reviewed the roster and rental records. There is currently one vacancy. Mr. Perkins indicated it would be rented by the end of the month. Mr. Perkins informed the Committee he is receiving payment from the State for some of the tenants by electronic deposit.

Mr. Perkins updated the committee on the status of a tenant that has not paid the required rental amount.

Mr. Perkins supplied the Committee with a copy of one quote he has received for two commercial washers and two commercial dryers. He is seeking other quotes.

Mr. Garwood, Coordinator/Planner informed Mr. Perkins the old washers and dryers will have to be sold to the highest bidder through a public process.

6. Meadowview Merger Update

Judy Martin, Director of Meadow Brook Medical Care Facility informed the Committee, that a tenant in Meadowview Apartments has recently become confused and disoriented. She is in line for the next open female bed in Meadow Brook. Until the individual can be placed in Meadow Brook, there is a concern about erratic behavior.

Motion by Bernie Blackmore, supported by Laura Stanek to direct Mr. Garwood to advise the Prosecuting Attorney/Legal Counsel of the situation and seek advice. Motion carried – unanimous.

7. Various Matters

➤ Meadow Brook, Meadowview Annexation to the Village of Bellaire
Mr. Garwood presented the drawbacks and benefits of pursuing annexation for the Meadowview and Meadow Brook property (see attachment).

Motion by Bernie Blackmore, supported by Laura Stanek, to recommend the Board of Commissioners pursue annexation to the Village of Bellaire for the Meadowview and Meadow Brook property. Motion carried – unanimous.

Meeting adjourned at 11:30 a.m.