COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS
HEALTH, SAFETY & GROUNDS COMMITTEE
AGENDA

Tuesday, September 17, 2019
301 West Upton Ave., Reed City, Michigan
2nd Floor, Board of Commissioners’ Room
to follow Board of Commissioner’s Meeting

1. Meeting Called to Order by Chairperson.
2. Additions or Deletions to the Agenda – Approval of the Agenda.
4. Board/Employee Comments.
5. Consider Approval of the Minutes of August 21, 2019.
6. Old Business:
   A. Update on Security Processes.
7. New Business:
   A. Discuss Court Security Committee – Judge Scott Hill-Kennedy.
8. Board Comments.
9. Extended Public Comments (Six Minute Limit).
10. Adjournment.

PUBLIC COMMENT
The Committee welcomes public comment. We appreciate your attendance and look forward to hearing any concerns you may have. We request that the following rules of procedure be followed: At the beginning and at the end of each Committee meeting, there is time to receive public comment from the audience. If you wish to address the Committee, we ask that you stand, give your name and present your concern. If you wish to speak while the Committee is addressing a specific issue, you are asked to make arrangements ahead of time with the Committee Chairperson. No comments or questions will be taken at any other time.

If you should require special assistance in order to attend the meeting, please notify the County Coordinator at (231) 832-6196, twenty-four (24) hours before the posted meeting time, for arrangements to be made.
Meeting Called to Order by Chairperson Gregory at 12:09 p.m.

Members Present: Commissioners Mark Gregory, Jack Nehmer and Jim Custer

Members Absent: Commissioner Roger Elkins

Others: Maintenance Working Supervisor Brad Halladay, Sheriff Justin Halladay, Ed Williams (incoming appointed Sheriff) and County Coordinator Susan Vander Pol

Additions or Deletions: None.

Motion by Commissioner Nehmer, seconded by Commissioner Custer to approve the agenda. Motion was unanimously supported.

Public Comments - None.

Employee Comments - None.

Motion by Commissioner Nehmer, seconded by Commissioner Custer to approve the minutes of May 7, 2019. Motion was unanimously supported.

Addition on Main Courthouse – Brad Halladay provided information on the progress for the main courthouse entrance and electrical renovations for equipment installation. Discussion was held on expanding the video camera system to include the new entrance and hallway angles.

Security Equipment and Buildings – Susan Vander Pol provided an update on the schedule for delivery of the walk-through metal detector. Discussion was held on purchasing hand held metal detectors and applying for RAP grants through MMRMA for possible grant funding. Video systems will also be reviewed for purchase at the Commission on Aging locations. Brad Halladay will contact Brooks Security to explore video options that may work with the security systems installed. An x-ray machine may need to be purchased to work in conjunction with the walk-through security system.

Additional discussion was held on security options for the Annex and other county buildings. Items discussed were:

- Costs of necessary renovations for the Annex Building for security, such as installation of an elevator, upgrade of electric and heating/boiler systems, employee and public entrances.
- Security staffing and costs associated for personnel to provide security for the courts and building entrances. State Court Administrator’s Office recommended court security for facilities.
- Maintenance staff expenses for maintaining older facilities and the original purpose of the facility (hospital) and challenges the building’s structure and multiple entrances presents.
- Duplication of security services and operational costs in maintaining two court buildings and potential efficiencies that could be obtained from consolidating offices currently housed in two buildings into one new facility.

Security Services Bids – Justin Halladay and Susan Vander Pol provided an update on the bids received for security services. The bids are in process of being reviewed and a summary will be presented of the proposals. Ed Williams also provided some information on services he is familiar with. A recommendation is anticipated to be provided to the Board at the second meeting in September.
Security Processing and Use of Building Policies – Discussion was held on policies and procedures that will need to be developed that provides direction for employees and how the security screening process will be implemented. Other counties will be contacted to find out if they have building security, how their processes operate and to obtain sample policies. If the employees have a separate entrance from the general public, some building renovations may be required.

Board Comments – None.

Extended Public Comments – None.

Motion by Commissioner Nehmer, seconded by Commissioner Custer to adjourn at 1:43 p.m.

Respectfully submitted,

Susan *M. Chandruput
Osceola County Coordinator