



Macomb County Board of Commissioners

Don Brown – Board Chair (07)

Harold L. Haugh – Vice Chair (11)

Barbara Zinner – Sergeant-At-Arms (10)

District 01 – Michelle Nard
District 06 – Jeff Farrington

District 02 – Mai Xiong
District 08 – Phil Kraft

District 03 – Veronica Klinefelt
District 09 – Antoinette Wallace

District 04 – Joseph V. Romano
District 12 – James M. Perna

District 05 – Donald VanSyckel
District 13 – Joe Sabatini

DATE/TIME: Wednesday, December 7, 2022, 3:00 PM

COMMITTEE: Internal Services Committee

CHAIR: Chair Don VanSyckel, Vice Chair Phil Kraft

LOCATION: Administration Building, One South Main Street, 9th Floor, Mount Clemens, MI 48043

MINUTES APPROVED FEBRUARY 7, 2023

1. Call to Order

The meeting was called to order by the Chairperson at 03:01 PM in the Administration Building, 1 S. Main St., 9th Floor Mount Clemens, Michigan 48043.

Present: Don Brown, Michelle Nard, Joe Sabatini, Veronica Klinefelt, Harold L. Haugh, Joseph V. Romano, Barbara Zinner, Antoinette Wallace, James M. Perna, Don VanSyckel, Jeff Farrington, Mai Xiong

Absent: Phil Kraft

Excused: None

2. Pledge of Allegiance

3. Adoption of Agenda

Motion to adopt the agenda dated Wednesday, December 7, 2022. THE MOTION PASSED.

Motioned by: Joseph V. Romano

Seconded by: Barbara Zinner

Vote Summary: (10 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

4. Approval of Minutes

a) dated November 15, 2022

Motion to approve the minutes dated November 15, 2022. THE MOTION PASSED.

Motioned by: Harold L. Haugh

Seconded by: Antoinette Wallace

Vote Summary: (10 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

5. Public Participation (three minutes max per speaker, related only to issues on the agenda)

None

6. Department Recommendations

- a) Budget Amendment: Facilities & Operations - Projected Cost of Utility Bills for the Remainder of 2022 (\$801,900) / Lynn Arnott-Bryks, Director

Motion to recommend that the Board of Commissioners approve a FY2022 budget amendment for Facilities and Operations in the amount of \$801,900 by decreasing Repairs & Maintenance with a corresponding increase to Utilities in order to cover the projected cost of utility bills for the remainder of 2022.

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2021-04. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Joseph V. Romano

Seconded by: Harold L. Haugh

Vote Summary: (11 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

Speakers

Mai Xiong

Jeff Farrington

James M. Perna

Barbara Zinner

- b) Support Agreement: Metro Controls, Inc.- WebCTRL Support Agreement for the Automated Logic Building Management System (\$46,986 Annually, \$140,958 3-Year Total) / Lynn Arnott-Bryks, Director

Motion to recommend that the Board of Commissioners approve the WebCTRL support agreement with Metro Controls, Inc. to provide technical support for the Automated Logic Building Management System from January 1, 2023 to December 31, 2025 in the amount of \$46,886 annually (\$140,958 total) for Facilities and Operations. Funding is available in the FY2023 Facilities & Operations Operating Budget - Equipment Repairs and Maintenance Fund.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement,

including but not limited to the provisions and requirements of Ordinance 2022-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Antoinette Wallace

Seconded by: James M. Perna

Vote Summary: (11 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

Speakers

Joe Sabatini

Don Brown

- c) Budget Amendment: Capital Improvement Fund - Case Management System for Prosecutor's Office (\$803,050) / Jako van Blerk, CIO

approve a FY2023 budget amendment for Information Technology in the amount of \$803,050 by decreasing Non-Departmental Capital Outlay with a corresponding increase to Operating Transfers Out in order to transfer funds to the Capital Improvement Fund to provide funding for the Case Management System for the Prosecuting Attorney's Office(RFP 34-22).

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2022-08. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

- d) Contract: Karpel Solutions - Case Management System for Prosecutor's Office (\$803,050) / Jako van Blerk, CIO

approve the contract with Karpel Solutions to provide a new Case Management System for the Prosecuting Attorney's Office (RFP 34-22) from December 2022 to July 2023 in the amount of \$803,050 for Information Technology. Funding is available through a concurrent budget amendment to the Capital Improvement Fund.

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2022-08. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

Motion to recommend Department Recommendations 6c and 6d to the Full Board. THE MOTION PASSED.

Motion by: Jeff Farrington

Seconded by: Joe Sabatini

Vote Summary: (11 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

Speakers

Harold L. Haugh
 Barbara Zinner
 Veronica Klinefelt
 Mai Xiong
 Joe Sabatini
 Don VanSyckel
 Don Brown

- e) Contract: AT&T - ILEC CompleteLink Service (\$21,384) / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners approve the contract with AT&T to provide ILEC CompleteLink Service from February 22, 2023 to February 21, 2025 in the amount of \$21,384 for Information Technology. Funding is available in the FY2023 Telecommunications Fund 66020401.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2022-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Antoinette Wallace

Seconded by: James M. Perna

Vote Summary: (11 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

Speakers

Mai Xiong
 James M. Perna
 Jeff Farrington

- f) Budget Amendment: Capital Improvement Fund - Security Based Resources Yearly Subscription (\$39,581.84) / Jako van Blerk, CIO

approve a FY2023 budget amendment for Information Technology in the amount of \$39,581.84 by decreasing Non-Departmental Capital Outlay out with a corresponding increase to Operating Transfers Out in order to transfer money to the Capital Improvement Fund to provide funding for the Institute for Applied Network Security Yearly Subscription.

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2022-08. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

- g) Contract: Institute for Applied Network Security, LLC - Security Based Resources Yearly Subscription (\$39,581.84) / Jako van Blerk, CIO

approve the contract with the Institute for Applied Network Security, LLC to provide a Security Based Resources Yearly Subscription from January 2023 to December 2023 in the amount of \$39,581.84 for Information Technology. Funding is available through a concurrent budget

amendment in the Capital Improvement Fund.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2022-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

Motion to recommend Department Recommendations 6f and 6g to the December 2022 Finance, Audit, and Budget Committee meeting. THE MOTION PASSED.

Motion by: Harold L. Haugh

Seconded by: Joseph V. Romano

Vote Summary: (12 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None Abstain - None

- h) Budget Amendment: Capital Improvement Fund - Software Defined Network Environment, Financed Payment 3 of 5 (\$1,126,397.10) / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners approve a FY2023 budget amendment for Information Technology in the amount of \$1,126,397.10 by decreasing Non-Departmental Capital Outlay with a corresponding increase to Operating Transfers Out in order to transfer funds to the Capital Improvement Fund to provide funding for payment three of five of the Software Defined Networking Project.

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2022-08. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Michelle Nard

Seconded by: Jeff Farrington

Vote Summary: (12 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

Speakers

Joe Sabatini

- i) Agreements: Information Technology - Maintenance Agreements for 1st Quarter (\$1,133,195.41)
 Axon - Digital Evidence Management Solution (\$65,077.38)
 Core Technology - Talon Desktop Client Application (\$35,938)
 NEOGov - eForms & Candidate Messaging (\$41,987.03)
 People Driven Cisco Smartnet - Infrastructure Switches Hardware & Software \$237,906)
 Qualtrics - Consituent facing surveys, data collection, scheduling (\$752,287) / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners approve the Maintenance Agreements outlined in the included documents, at a total amount of \$1,133,195.41 for Information Technology. Funding is available in the FY 2023 IT Equipment Maintenance Agreement account.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2022-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Jeff Farrington

Seconded by: Antoinette Wallace

Vote Summary: (12 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

- j) Budget Amendment: Capital Improvement Fund - Microsoft Office 365, Google Services to Exchange Project (\$252,046) / Jako van Blerk, CIO

approve a FY2022 budget amendment for Information Technology in the amount of \$252,046 by decreasing Non-Departmental Capital Outlay with a corresponding increase to Operating Transfers Out in order to provide funding for the Microsoft Office 365 - Google Services to Exchange Project.

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2021-04. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

- k) Contract: People Driven Technology - Microsoft Office 365, Google Services to Exchange Project (\$252,046) / Jako van Blerk, CIO

approve the contract with People Driven Technology to implement the move from Google services to Office 365 services from December 2022 to December 2023 in the amount of \$252,046 for Information Technology. Funding is available through a concurrent budget amendment in the Capital Improvement Fund.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2021-04. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

Motion to recommend Department Recommendations 6j and 6k to the Full Board. THE MOTION PASSED.

Motion by: Michelle Nard

Seconded by: Veronica Klinefelt

Vote Summary: (12 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

Speakers

Don Brown

Jeff Farrington

Joe Sabatini

Veronica Klinefelt

- I) Agreement: CentralSquare Technologies, LLC - OneSolution Maintenance (\$336,450.08) / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners approve the Maintenance Agreement with CentralSquare Technologies, LLC to provide OneSolution maintenance from January 1, 2023 to December 31, 2023 in the amount of \$336,450.08 for Information Technology. Funding is available in the FY2023 Equipment Maintenance Agreement account.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2022-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Antoinette Wallace

Seconded by: Jeff Farrington

Vote Summary: (12 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

7. Public Participation (three minutes max per speaker)

None

8. Commissioner's Comments

Speakers

Barbara Zinner

James M. Perna

Veronica Klinefelt

Joseph V. Romano

9. Adjournment

Motion to adjourn the December 7, 2022 meeting at 03:53 PM. THE MOTION PASSED.

Motioned by: Joseph V. Romano

Seconded by: Harold L. Haugh

Vote Summary: (12 - 0 - 0)

Aye - Don Brown, Jeff Farrington, Harold L. Haugh, Veronica Klinefelt, Michelle Nard, James M. Perna,

Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None