MINUTES APPROVED FEBRUARY 12, 2025

DATE/TIME: Tuesday, January 14, 2025, 3:00 PM
COMMITTEE: Joint Internal Services and Health and Human Services Committees
CHAIR: Internal Services Chair Don VanSyckel, Health and Human Services Chair Sarah Lucido
LOCATION: Administration Building, One South Main Street, 9th Floor, Mount Clemens, MI 48043

1. Call to Order
   The meeting was called to order by the Chairperson at 03:00 PM in the Administration Building, 1 South Main Street, 9th Floor, Mount Clemens, Michigan 48043.

   Present: Sylvia Grot, Harold L. Haugh, Michael Howard, Phil Kraft, Sarah Lucido, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Lisa Wojno, Barbara Zinner
   Absent: Antoinette Wallace
2. Pledge of Allegiance

3. Adoption of Agenda
   Motion to adopt the agenda dated Tuesday, January 14, 2025. THE MOTION PASSED.

   Motioned by: Joseph V. Romano
   Seconded by: Barbara Zinner

   Vote Summary: (11 - 0 - 0)
   Aye - Sylvia Grot, Harold L. Haugh, Michael Howard, Phil Kraft, Sarah Lucido, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Lisa Wojno, Barbara Zinner
   Nay - None
   Abstain - None
4. Approval of Minutes

   a) Internal Services Committee Minutes dated December 2, 2024

   b) Health and Human Services Committee Minutes dated December 3, 2024

   Motion to approve the Internal Services Committee Minutes dated December 2, 2024 and the Health and Human Services Committee Minutes dated December 3, 2024. THE MOTION PASSED.

   Motioned by: Sylvia Grot
   Seconded by: Sarah Lucido

Vote Summary: (11 - 0 - 0)
Aye - Sylvia Grot, Harold L. Haugh, Michael Howard, Phil Kraft, Sarah Lucido, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Lisa Wojno, Barbara Zinner
Nay - None
Abstain - None

5. Public Participation (three minutes max per speaker, related only to issues on the agenda)
   None
6. Internal Services Committee Department Recommendations

a) Budget Amendment: Capital Improvement Fund - People Driven Technology - Zscaler Licensing ($383,974.60) / Jako van Blerk, CIO

approve a FY2025 budget amendment for Information Technology in the amount of $383,974.60 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 Zscaler Licensing 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 2024-05. 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.

b) Purchase: People Driven Technology - Zscaler Licensing ($383,974.60) / Jako van Blerk, CIO

approve the purchase with People Driven Technology to provide 2,854 Zscaler Internet Access (ZIA) licenses and 1,384 Zscaler Private Access (ZPA) licenses from January 31, 2025 to January 30, 2026 in the amount of $383,974.60 for Information Technology. Funding is available through a concurrent budget amendment in the FY2025 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 2024-05. 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 that the Board of Commissioners approve Internal Services Committee Department Recommendations 6a and 6b. <u>THE MOTION PASSED.</u>

Motion by: Sarah Lucido
Seconded by: Barbara Zinner

Vote Summary: (11 - 0 - 0)
Aye - Sylvia Grot, Harold L. Haugh, Michael Howard, Phil Kraft, Sarah Lucido, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Lisa Wojno, Barbara Zinner
Nay - None
Abstain - None

c) Budget Amendment: Capital Improvement Plan - Isilon and Power Protect Cloud, Dell Financing Payment 5 of 5 ($258,748.69) / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners approve a FY2025 budget amendment for Information Technology in the amount of $258,748.69 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 payment 5 of 5 of the Isilon, Data Project & Cloud 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 2024-05. 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: Harold L. Haugh
Seconded by: Sarah Lucido

Vote Summary: (11 - 0 - 0)
Aye - Sylvia Grot, Harold L. Haugh, Michael Howard, Phil Kraft, Sarah Lucido, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Lisa Wojno, Barbara Zinner
Nay - None
Abstain - None

d) Agreements: Information Technology - Maintenance Agreements for 1st Quarter 2025 (Total Cost: $125,350)
RP Pro - Abnormal Security Inbound Email Security ($76,000)
SecurityScorecard - Monitors 3rd Party vendor risks ($49,350) / Jako van Blerk, CIO
Motion to recommend that the Board of Commissioners approve the maintenance agreements as follows:
RP Pro - Abnormal Security Inbound Email Security ($76,000)
SecurityScorecard - Monitors 3rd Party vendor risks ($49,350)
in the total amount of $125,350 for Information Technology. Funding is available in the FY2025 Information Technology Equipment Maintenance Agreement budget.

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 2024-05. 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: Sylvia Grot
Seconded by: Phil Kraft

Vote Summary: (11 - 0 - 0)
Aye - Sylvia Grot, Harold L. Haugh, Michael Howard, Phil Kraft, Sarah Lucido, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Lisa Wojno, Barbara Zinner
Nay - None
Abstain - None

7. Health and Human Services Committee

8. Health and Human Services Committee Department Recommendations

a) Purchase: Motor City Electric Technologies Inc. - Keyscan Access Control Door Readers and Related Equipment ($41,320) / Andrew Cox, Director/Health Officer, Health and Community Services

Motion to recommend that the Board of Commissioners approve the purchase with Motor City Electric Technologies Inc. to provide new Keyscan Access Control Door Readers and Related Equipment at the Southwest Health Department from January 23, 2025 to June 30, 2025 in the amount of $41,320 for the Health Department. Funding is available in the FY25 Health Grant 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 2024-05. 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: Joseph V. Romano
Seconded by: Don VanSyckel

Vote Summary: (11 - 0 - 0)
Aye - Sylvia Grot, Harold L. Haugh, Michael Howard, Phil Kraft, Sarah Lucido, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Lisa Wojno, Barbara Zinner
Nay - None
Abstain - None

b) Budget Amendment: Health Department Grant Fund - FY25 MDHHS Comprehensive Planning, Budgeting and Contracting (CPBC) LHD Grant Amendment #1 ($411,992) / Andrew Cox, Director/Health Officer, Health and Community Services

approve a FY2025 budget amendment for:
(1) Health Department General Fund in the amount of $9,200 by increasing Intergovernmental Revenue ($346,807) with a corresponding increase to Transfers Out ($337,607), Supplies & Materials ($2,400), Repairs & Maintenance ($1,800), and Capital Outlay ($5,000); and
(2) Health Department Grants Fund in the amount of $65,185 by increasing intergovernmental revenue ($65,185) with a corresponding increase to Supplies & Materials ($3,185) and Capital Outlay ($62,000), due to an increase from the Michigan Department of Health and Human Services (MDHHS) Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement.

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 2024-05. 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.

c) Budget Amendment: Health Department - Kindergarten Oral Health Assessment program ($501,834) / Andrew Cox, HCS Director/Health Officer, Health and Community Services

approve a FY2025 budget amendment for the Health Department Grant Fund in the amount of $501,834 by increasing Intergovernmental Revenue ($164,227), Transfers In ($337,607) with a corresponding increase to Personnel ($10,000), Operating ($21,800) and Conferences & Training ($6,500) due to an award from the Michigan Department of Health and Human Services (MDHHS) in order to create a Kindergarten Oral Health Assessment program.

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 2024-05. 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 that the Board of Commissioners approve Health and Human Services Committee Department Recommendations 8b and 8c. THE MOTION PASSED.

Motion by: Harold L. Haugh

Seconded by: Don VanSyckel

Vote Summary: (11 - 0 - 0)
Aye - Sylvia Grot, Harold L. Haugh, Michael Howard, Phil Kraft, Sarah Lucido, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Lisa Wojno, Barbara Zinner
Nay - None
Abstain - None

9. Public Participation (three minutes max per speaker)
   None
10. Commissioners' Comments
   None
11. Adjournment
   Motion to adjourn the January 14, 2025 meeting at 03:27 PM. THE MOTION PASSED.

   Motioned by: Joseph V. Romano
   Seconded by: Barbara Zinner

   Vote Summary: (11 - 0 - 0)
   Aye - Sylvia Grot, Harold L. Haugh, Michael Howard, Phil Kraft, Sarah Lucido, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Lisa Wojno, Barbara Zinner
   Nay - None
   Abstain - None