



Bay Bluffs – ECMCF
Emmet County Department of Human Services Board
Board Meeting Minutes
June 30, 2016

Mary Horan, Board Chair, called the meeting to order at 10:00 a.m. at Bay Bluffs – ECMCF in the Administrator's Office.

Board Members Present: Mary Horan
Marie Wayman

Board Member Absent: Liz Horrom

Staff Present: Lisa Ashley, Administrator
Michael Greer, Chief Financial Officer
Walter Ochs, Maintenance Director

Staff Absent: Kristen Moore, Administrative Assistant
Kathy Abbott, Esq., Civil Counsel

Others Present: Charlie MacInnis, Liaison to Board/County commissioner

Others Absent: None

Guest(s)/Others Present: None

Ms. Ashley explained to the Board that Bay Bluffs needs an electronic access system for security purposes. It would be a badge swipe system, in which badges are coded to be able to access specific doors. All staff, and specific vendors would have badges, which would allow them to open specific doors, and times can be set for access as well. Bay Bluffs currently has a keypad system, which has security challenges, such as unauthorized individuals obtaining the codes and being able to access parts of the building. Ms. Ashley, Mr. Greer and Mr. Ochs answered questions regarding the system. Mr. Greer indicated that the Board had already approved \$50,000.00 for the system in the 2016 budget, and would just need to approve the additional expense of \$12,115.00.

Ms. Wayman motioned that the board approve the proposal to install the Allen Supply badge swipe system for an additional \$12,115.00 more than was originally included in the 2016 budget. Ms. Horan supported the motion. No further discussion. Roll call votes taken: Mary Horan (YES), Marie Wayman (YES), Liz Horrom (ABSENT). Motion carries.

Mr. Greer already asked the Board to approve a motion authorizing the Board Chair to sign the County appropriation request for 2017 in the amount of \$210,000.00 to pay the county Maintenance of Effort obligation. Ms. Wayman motioned that the Board authorize the Board Chair to sign the County

appropriation request for 2017 in the amount of \$210,000.00 to pay the County Maintenance of Effort Obligation. Ms. Horan supported the motion; no further discussion. Motion carries.

Public Comment: None.

Recap & Summary: None

Adjournment: Meeting is adjourned at 11:13 a.m..

Upcoming Meetings:

- The next Regular Meeting is scheduled for July 21, 2016 in the Administrator's Office at 10 a.m.

7/21/16
Date

Mary Horan
Mary Horan, Board Chairperson

7/21/16
Date

Kristen R. Moore
Kristen R. Moore, Recording Secretary

Copies to: Mary Horan, Marie Wayman, Liz Horrom, Kathy Abbott, Charlie MacInnis, Lisa Ashley, and Michael Greer.