

**COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS'**

HEALTH, SAFETY & GROUNDS COMMITTEE

AGENDA

**Tuesday, February 19, 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.**
- 3. Brief Public Comments (Three Minute Limit).**
- 4. Board/Employee Comments.**
- 5. Consider Approval of the Minutes of January 15, 2019.**
- 6. Old Business:**
 - A. Update on Building and Staff Security.**
 - B. Update on Courthouse North Entrance Addition.**
- 7. New Business:**
- 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.

DRAFT

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

January 15, 2019

Meeting Called to Order by Chairperson Gregory at 12:07 p.m.

Members Present: Commissioners Mark Gregory and Roger Elkins

Members Absent: Commissioner Nehmer

Others: Maintenance Working Supervisor Brad Halladay, Emergency Medical Services Director Jeremy Beebe, Sheriff Justin Halladay and County Coordinator Susan Vander Pol

Additions or Deletions: Update on the Renovations to the space at the Health and Human Services building was added to the agenda.

Motion by Commissioner Elkins, seconded by Commissioner Gregory to approve the agenda. Motion was unanimously supported.

Public Comments - None.

Employee Comments - None.

Motion by Commissioner Elkins, seconded by Commissioner Gregory to approve the minutes of October 30, 2018. Motion was unanimously supported.

Security Addition – Brad provided information on the progress for the main courthouse entrance. The trusses and part of the walls for the front entrance of the main courthouse have been built inside the Maintenance building. This will make the installation go faster when the weather allows.

The entrance at the Commission on Aging was completed. It provides a service window along with security. The door at the end of the main hallway that goes to the north end of the building is being replaced with a door with glass to allow visual observation. The front entrance follows the guidelines used for other security entrances in the county offices. The changes do meet the fire and building code requirements.

Staff Training for Security – Susan and Mark will be getting input from the department heads when it might be possible to hold some staff training meetings. An exercise will be planned after the initial training sessions. Justin provided information on how an exercise runs and the different departments that are involved. A summer exercise with a mock trial going on might be a possible option as volunteers, such as students and other members of the public may be available.

Building Security – Susan will work on getting the quotes for the walk-through security equipment for the courthouse entrance. Discussion was held on the security door locks and utilizing our VoIP telephone system. Additional software and equipment might need to be purchased to implement this type of system. Jive staff or John Gietzen might be able to show what options our system could support or has available, such as paging or announcing codes for emergency situations. Brad is getting a quote from Brooks Security to update the county's current buttons system. There are existing issues with the old system that needs replacement or updating since the VoIP system was installed.

Potential Renovation of space at the Health and Human Services building for E.M.S.

Discussion was held on the information Landmark Design Group provided for renovations to the area next to the

Health, Safety & Grounds Committee
January 15, 2019
Page 2

Health Department and how the renovation could be simplified to reduce costs. Jeremy was asked to check with the Building Official to see what kind of drawings may be required, such as stamped architectural, for a project like this. The information will be provided at the next Health, Safety and Grounds Committee or Committee of the Whole meeting when it is available. Brief discussion was held on the Maintenance Department's ability to purchase and utilize a basic design software for building projects.

Board Comments – None.

Extended Public Comments – None.

Motion by Commissioner Elkins, seconded by Commissioner Gregory to adjourn at 1:11 p.m.

Respectfully submitted,



Osceola County Coordinator