

**MINUTES OF THE
FINANCE COMMITTEE
WEDNESDAY, OCTOBER 24, 2012**

At a **special** meeting of the **Finance Committee**, held Wednesday, October 24, 2012, in the Board Room, on the 9th Floor of the Administration Building, Mount Clemens, the following members were present:

Brown-Chair, Carabelli, Flynn, Frascchetti, Gralewski, Miller, Mocerri, Sabatini, Sauger, Smith, Tocco and Vosburg.

Absent and excused was DiMaria.

There being a quorum of the committee present, Chair Brown called the meeting to order at 9:02 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

Chair Brown requested that the agenda be amended to include an Executive Session to discuss two attorney/client privileged memorandums from Independent Counsel dated October 23, 2012.

MOTION

A motion was made by Miller, supported by Carabelli, to adopt the agenda, as amended. **The Motion Carried.**

REQUEST BY CHIEF CIRCUIT COURT JUDGE AND PROBATE COURT ADMINISTRATOR TO WAIVE RFP REQUIREMENT TO CONTRACT WITH IMAGESOFT, INC., FOR E-FILING AND DOCUMENT MANAGEMENT (WAIVED BY JUSTICE & PUBLIC SAFETY COMMITTEE CHAIR)

Chief Judge David Viviano and Jennifer Phillips, Court Administrator, were present and provided an overview.

The following commissioners spoke: Frascchetti, Brown and Smith.

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY VOSBURG, SUPPORTED BY CARABELLI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS CONCUR IN THE REQUEST OF CHIEF JUDGE DAVID VIVIANO OF THE 16TH JUDICIAL CIRCUIT AND MACOMB COUNTY PROBATE COURTS, WITH THE SUPPORT OF THE OFFICE OF COUNTY EXECUTIVE, AND APPROVE THE REQUEST FOR A WAIVER OF THE

REQUEST FOR PROPOSAL (RFP) REQUIREMENT IN THE CURRENT MACOMB COUNTY PURCHASING POLICIES AND PROCEDURES IN ORDER TO ENTER INTO A CONTRACT WITH IMAGESOFT, INC., FOR E-FILING AND DOCUMENT MANAGEMENT PRODUCTS AND SERVICES; THE COST FOR THE COURT TO CONVERT TO IMAGE SOFT DOCUMENT MANAGEMENT AND FOR THE INITIAL WORKFLOWS IS \$260,274; THE PROPOSED CONTRACT DOES REQUIRE A 50/50 FEE SPLIT ON THE E-FILING REVENUES FOR THREE YEARS FOR SPECIFIC CASE TYPES, WHICH IS CONSISTENT WITH OTHER COURT E-FILING CONTRACTS ACROSS THE STATE; FURTHER, A COPY OF THIS BOARD OF COMMISSIONERS' ACTION IS DIRECTED TO BE DELIVERED FORTHWITH TO THE OFFICE OF THE COUNTY EXECUTIVE. **THE MOTION CARRIED.**

EXECUTIVE SESSION TO DISCUSS ATTORNEY/CLIENT PRIVILEGED MEMORANDUMS FROM INDEPENDENT COUNSEL DATED 10-23-12

MOTION

A motion was made by Flynn, supported by Mocerri, to enter into Executive Session for the purpose of discussing two attorney/client privileged memorandums from Independent Counsel dated October 23, 2012.

A roll call vote was taken as follows:

Voting Yes were Carabelli, Flynn, Frascchetti, Gralewski, Mocerri, Sabatini, Sauger, Smith, Tocco, Vosburg, Miller and Brown. There were 12 "Yes" votes.

The Motion Carried.

In accordance with the motion, committee entered Executive Session at 9:28 a.m., with it concluding at 10:04 a.m.

QUARTERLY REVENUE AND EXPENDITURE REPORTS

MOTION

A motion was made by Gralewski, supported by Sabatini, to receive and file the Quarterly Revenue and Expenditure Reports for the period ending September 30, 2012 as submitted by the County Executive's Office.

Pete Provenzano overviewed the reports. He noted that summaries for the revenues and expenditures are now included (pages 1 and 12), as had been requested by Commissioner Sabatini at a previous meeting.

The following commissioners spoke: Vosburg, Brown and Sauger.

Chair Brown called for a vote on the motion and **The Motion Carried.**

**BUDGET PRESENTATION BY FINANCE DIRECTOR RE: FUNDS WITH
FISCAL YEAR ENDING 12-31-13**

Pete Provenzano gave an overview on the challenges that have occurred with state shared and property tax revenues, the 2013 General Fund Budget and a financial forecast for 2014 and 2015.

The following commissioners spoke: Vosburg, Brown, Carabelli, Mocerri, Sauger, Frascchetti and Miller.

MOTION

A motion was made by Carabelli, supported by Sauger, to receive and file the budget presentation as provided by the Finance Director regarding funds with Fiscal Year ending December 31, 2013. **The Motion Carried.**

ADJOURNMENT

MOTION

A motion was made by Mocerri, supported by Frascchetti, to adjourn the meeting at 11:04 a.m. **The Motion Carried.**



**Corinne Bedard
Committee Reporter**