

MINUTES

DRAFT

COMMITTEE OF THE WHOLE

Tuesday, March 10, 2026 – 4:00 p.m.

111 S. Michigan Ave., Room 200, Saginaw MI 48602

- Present:** Gerald Little - Committee Chair, Lisa Coney, Denny Harris, Sheldon Matthews, Mark Piotrowski, Tracey Slodowski, Richard Spitzer, Jack Tany, and Michael Webster
- Absent:** Christopher Boyd and John Kaczynski
- Others:** Vanessa Guerra, Mary Catherine Hannah, Koren Thurston, Dave Gilbert, Suzy Koeplinger, Jaime Ceja, Andrew Klaczkiwicz, Jennifer Broadfoot, Leanda Hall, Grace Hall, Renee Sharkey and Catherine Hicks

- I. Call to order –*Vice-Chair Little at 4:00 p.m.*
- II. Welcome
- III. Public comment – None
- IV. Agenda
 - Introduction and setup of member access to Diligent Software with multiple Information Technology personnel on hand and a presentation by Michelle Konecny, ITSC Project Manager
 - Michelle Konecny, ITSC Project Manager, gave a robust presentation to members regarding the use of Diligent for both members and the public. Discussion was held about the timing that the agendas with attached materials will be available for member view and public view on Diligent. After logging in to Diligent, members will be able to record notes and highlight material within the agenda to prepare for the Board Session. Administrator Hannah will be set up to add briefing notes to communicate with members prior to the meeting. Michelle Konecny, ITSC Project Manager, will research how to carry individual notes forward to the Board Agenda as well as provide a site name to use the Application.
 - There was strong discussion led by Chairman Tany about the necessity of department heads submitting their communications on time as processing agendas in Diligent is not flexible. Per the Board Rules, agenda items must be submitted by 5:00 p.m. the Wednesday prior to the meeting week. Late items will be put on the agenda for the next time the committee meets. Those who presently receive emailed items from Board Coordinator, Suzy Koeplinger, will need to create an account in Diligent to have the ability to access agendas and minutes. Notification and instructions will be sent prior to April's agenda distribution.
 - During the meetings, the agenda will be electronically visible on the TV monitors in the Board room. Hard copies will be obsolete. A concern was raised about system shutdowns; ITSC Director, Andrew Klaczkiwicz, assured commissioners that it hasn't happened since he started working for the County of Saginaw.
 - Mary Catherine Hannah, County Administrator, provided an update on the progress regarding the Medical Examiner office regional facility project. Administrator Hannah stressed that she's done all she can and decisions must be made to move forward; she requested guidance from commissioners. She communicated that the building isn't complicated from a construction perspective. It needs good drains and good ventilation.

The preferred size is 10,000 to 11,000 square feet. Randy Pfau, Medical Examiner Department Director, has designed plans for a new structure. At present, morgue space is rented from Covenant Hospital and there are backup agreements with funeral homes. A 65-body freezer space would allow for multiple counties to use it and could handle a mass casualty event.

This department budgets \$200,000 to \$250,000 per year for transportation costs. Randy Pfau is able to accomplish a 24-36 hour turn around time. The county is required to have a Medical Examiner's office, and they receive most requests from the hospital and the Prosecuting Attorney's office.

- The option to build and charge for space and services was found to be too expensive due to revenue assumptions that Scott Carmona described as "overly optimistic." Construction costs were estimated at \$4.5 million. This began discussions about looking at buildings to purchase and renovate rather than building a regional Medical Examiner's office. Suggestions were made such as a co-op or membership plan, having other counties partner with us, being part of the Medical Diamond, and Administrator Hannah has asked for state and federal support and will hear more from them late in the summer. Commissioners advised MCH to gather further research in the hopes creative solutions can be found and proposed costs reduced.
- Mary Catherine Hannah, County Administrator, provided an update on the Space Use Study recommendations by WTA Architects.
- Discussion was held regarding the proposed space use study results. Conversations were positive and supportive of moving forward with the project. The major concerns are the front entry security and necessity to combine the Circuit Court Records with the County Clerk's office as recommended by the State Court Administrator's Office. The County Clerk also voiced issues with overcrowding and potential confidentiality issues in the shared space. The proposal shows the Administrator's Office being made smaller and the expansion of the Governmental Center's front entry. The County Administrator would like the Defender's Office to relocate to the courthouse. In this proposed plan, Equalization would move into the Parks & Recreation space, Parks & Recreation would relocate out of the building, the Drain Commissioner's office will relocate to where Equalization is presently, across the hall on the first floor.
- Other issues of interest/concern – Board of Commissioners
 - Further discussion was held concerning employees parking in the designated space for public parking. Administrator Hannah confirmed the need for parking enforcement. To reconfigure parking is expected to cost \$500,000.

V. Miscellaneous – None

VI. Adjournment

- ***Moved by Harris, seconded by Matthews, to adjourn. Motion carried; time being 5:50 p.m.***

Respectfully Submitted,
Gerald Little, Committee Chair
Vanessa Guerra, County Clerk

Note: Upon completion of discussion, only motions to refer to an organized committee or to postpone indefinitely shall be allowed - Article IX, Section 9.5, 2025 Board Rules.