

AGENDA

RULES COMMITTEE

Tuesday, February 10, 2026 – 4:00 p.m.

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

Members: Jack Tany - Chairman, Christopher Boyd, Sheldon Matthews, Denny Harris, Michael Webster
Others: County Clerk, Administrator, Civil Counsel, Finance Director, H.R. Director, Board Staff

- I. Call to Order
- II. Welcome
- III. Correction/Approval of Minutes (**January 20, 2026 – Attached**)
- IV. Public Comment (*Speakers limited to 3 minutes*)
- V. Agenda
 1. Consideration and discussion of proposed amendments to the Board Rules (*Attached*)
 - Sec. 1.3 Added “The election of Chair and/or Vice-Chair shall be by voice vote, **hand vote, or roll call vote as determined by the Chair.**” (~~1905 LA 653~~)
 - Sec. 2.4 Strike text after July in the last line “~~..and the annual meeting will be held in accordance with State Statute.~~”
 - Sec. 3.1, Order of Business
 - (9) Amendment of Committee Reports:
 - ~~Human Services Committee~~
 - **Courts and Public Safety Committee**
 - ~~County Services Committee~~
 - ~~Budget/Audit Committee~~
 - ~~Labor Relations Committee~~
 - ~~Legislative Committee~~
 - ~~Intergovernmental Cooperation Committee~~
 - **County Services Committee (CSC & HSC combined)**
 - **Finance & Human Resources Committee (Budget/Audit & Labor combined)**
 - Executive Committee
 - Rules Committee
 - Special Committees
 - (14) **Administrator Remarks**
 - (15) Adjournment

Discussion was held at the previous meeting and a motion was made to add a "Conflict of Interest" statement in the Board Rules. See options below.

➤ Article V, Conduct of Members

Current Board Rule

Section 5.9 A member who has a direct or indirect pecuniary interest in a specific business transaction or contract with the County, must make the Board cognizant of said interest and it shall be recorded in the Minutes; and further, the business transaction or contract shall not be allowed until approved by two-thirds (2/3rds) (8) of the full membership without the vote of the public servant making the disclosure. (Contracts of Public Servants Public Entities Act, P.A. 1 of 1984, MCL 15.321 et seq.)

Proposed by Administrator

Members of the Board of Commissioners, Elected Officials, Administrator, persons appointed to serve on any board or commissions, and all staff are required to disclose all interests that could result in a conflict. It is the responsibility of such persons to administer the County's affairs honestly and economically, exercising their best care, skill, and judgment for the benefit of the County. It is the responsibility of the Administrator to make full disclosure of any interest that might result in a conflict on their part, and the Board of Commissioners makes a like requirement of those appointed to various boards and commissioners, staff members with administrative responsibilities, and all County staff, and forbids any material conflict of interest on the part of such persons.

Proposed by Civil Counsel

A member of the county board of commissioners shall not be interested directly or indirectly in any contract or other business transaction with the county, or a board, office, or commission thereof, during the time for which he is elected or appointed, nor for one year thereafter unless the contract or transaction has been approved by 3/4 of the members of the county board of commissioners and so shown on the minutes of the board together with a showing that the board is cognizant of the member's interest. This prohibition is not intended to apply to appointments or employment by the county, or its officers, boards, committees, or other authority, which appointments and employment shall be governed by the provisions of section 30a of this act. (MCL 46.30)

2. Approval of all other amendments (Attached)
3. Any other matters brought to the committee

- VI. Miscellaneous
- VII. Adjournment

MINUTES

RULES COMMITTEE

DRAFT

Tuesday, January 20, 2026 – 4:00 p.m.

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

Present: Jack Tany - Chairman, Christopher Boyd, Sheldon Matthews, Denny Harris, Michael Webster
Others: Vanessa Guerra , Mary Catherine Hannah, Dave Gilbert, Koren Thurston, Richard Spitzer, Mark Piotrowski, Tracey Slodowski, Jaime Ceja, Suzy Koeplinger, Renee Sharkey, Catherine Hicks and others.

- I. Call to Order – **Chairman Tany at 4:01 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**November 12, 2024**)
 - **Moved by Harris, seconded by Boyd, to approve. Motion carried.**
- IV. Public Comment – None
- V. Agenda
 1. Consideration and discussion of proposed amendments to the Board Rules regarding consolidation and elimination of committees
 - Discussion was held about having three committee meetings in the first week of the month (Tues., Wed., Thurs.) and having a working session, or Committee of the Whole meeting the second week of the month as needed. The Board Session would be held the third week of the month on Tuesday as it has been. Commissioner Boyd asked if it would be an option to allow commissioners who want to attend committees that they are not members of, to attend via Zoom. There was also discussion about inviting Saginaw County Board of Commission members who attend as audience members to sit at the Board table instead of in the audience.
 - **Motion by Boyd, seconded by Webster, to amend Article I, Section 1.3, to strike the language in parentheses and add the following: “The election of Chair and/or Vice-Chair shall be by voice vote, hand vote or roll call vote as determined by the Chair. ~~(1905 LA 653)~~ Motion carried.**
 - **Motion by Boyd, seconded by Matthews, to amend Article II, Section 2.4, striking the language after July. “..and the annual meeting will be held in accordance with State Statute.” Motion carried.**
 - **Motion by Boyd, seconded by Webster, to approve amendments to Article III, Sec 3.1, (9) as presented, with the exception of amending the proposed committee name “General Government/Health & Human Services” as referenced anywhere in this document to be simply “County Services Committee” and to approve amendment of subsequent references to the new committee structure in the Board Rules. Motion carried.**

9) Committee Reports (Consent Agenda)

- ~~Human Services Committee~~
- **Courts and Public Safety Committee**
- ~~County Services Committee~~
- ~~Budget/Audit Committee~~
- ~~Labor Relations Committee~~
- ~~Legislative Committee~~
- ~~Intergovernmental Cooperation Committee~~
- **County Services Committee** (CSC & HSC combined)
- **Finance & Human Resources Committee** (Budget/Audit & Labor combined)
- Executive Committee
- Rules Committee
- Special Committees

- Chairman Tany asked that “Administrator Remarks” be added to Article III “Order of Business.”
- ***Motion by Webster, seconded by Matthews, to insert “Administrator Remarks” as number 14 making “Adjournment” number 15. Motion carried.***

- Administrator Hannah expressed the need for a Conflict-of-Interest disclosure.
- ***Motion by Webster, seconded by Matthews, to add conflict of interest language to the Board Rules for Commissioners, review by Civil Counsel, and completion by all members, along with members of all committees established by the Board of Commissioners. Motion carried.***

2. Discussion of future date and time to bring additions/deletions/corrections back to the Rules Committee for submission to the full board in February – **No action**

3. Any other matters brought to the committee – None

VI. Miscellaneous – None

VII. Adjournment – ***Moved by Matthews, seconded by Harris, to adjourn. Motion carried; time being 4:52 p.m.***

Respectfully submitted,
Jack Tany, Committee Chair
Vanessa Guerra, County Clerk

***Rules Committee
2-10-26 Mtg.
20265**

BOARD RULES



**SAGINAW COUNTY
BOARD OF COMMISSIONERS**

TABLE OF CONTENTS

PREAMBLE	1
ARTICLE I Organization	1
ARTICLE II Meetings and Sessions of the Board	1
ARTICLE III Order of Business	3
ARTICLE IV Voting	4
ARTICLE V Conduct of Members	5
ARTICLE VI Procedure	6
ARTICLE VII Officers	8
ARTICLE VIII Clerk	9
ARTICLE IX Committees	9
ARTICLE X Amendments	12
ARTICLE XI Repeal	12
Memo from Board Chair	13

PREAMBLE

We, the members of the Board of Commissioners, mindful of the obligations and trust placed in us by the people of Saginaw County and desirous of managing the affairs of the County to the best of our abilities, do hereby establish these Rules.

ARTICLE I Organization

- Section 1.1** The organizational meeting of the Board of Commissioners shall be held within the first seven (7) days of January each year. At that meeting, the first order of business shall be the election of the Permanent Chair for a two-year term and Vice-Chair for a one-year term.
- Section 1.2** At the organizational meeting, the County Clerk, or a designated representative, shall be Acting Chair and preside until a member of the Board is elected Temporary Chair. The Temporary Chair shall preside until the Permanent Chair is elected.
- Section 1.3** The election of Chair and/or Vice-Chair shall be by voice vote, hand vote, or roll call vote as determined by the Chair. ~~(1905 LA 653).~~
- Section 1.4** The Chair and Vice-Chair of the Board shall assume office immediately after being elected and shall hold such office as set forth above.

ARTICLE II Meetings and Sessions of the Board

- Section 2.1** All meetings of the Board of Commissioners shall be called in accordance with State Statutes and Rules of this Board. (MSA 5.321 – MSA 5.359 (16) [MCL 46.1 – 46.416])
- Section 2.2** The annual meeting of the Board of Commissioners shall be held each year after September 14, but before October 16. (MCL 46.1)
- Section 2.3** All regular meetings of the Board of Commissioners shall take place at the Courthouse in Saginaw County, Michigan or at such other place as may be designated by the Board.
- Section 2.4** The meeting time of the Board of Commissioners shall be at 5:00 p.m. on the third Tuesday of each month in Room 200 of the Saginaw County Courthouse, on the schedule set forth in Section 2.5 unless otherwise designated by the Chair. There will be no meeting in July. ~~and the annual meeting will be held in accordance with State Statute.~~

Section 2.5 Meeting Schedule – 2026

January (Tue)	6
January	20
February	17
March	17
April	21
May	19
June	16
(No Session in July)	
August	18
September	15
October	20
November	17
December	15

Changes to the Schedule will be posted by the Clerk

Section 2.6 Petitioners requesting an audience before the Board of Commissioners shall be required to submit a request to the Board Coordinator no later than noon of the meeting day so audiences can be listed on the Addendum. The presenter shall be limited up to three minutes in length for oral remarks, with the summation details to be filed in writing with the Board. The summation and any request for referral to the appropriate committee and/or County Administrator shall be filed with the request to speak. This section shall not apply to any committee of the Board.

Section 2.7 If a situation arises where an individual addressing the Board or attending the Session is discourteous or disorderly, the Chair shall take appropriate action by warning, requesting to leave, or having the individual escorted from the meeting.

Section 2.8 Special meetings of the Board shall be held only when authorized during regular sessions or by petition of at least one-third (1/3rd) of the members of the Board, (MCLA 46.10) and shall be at a time to allow maximum attendance. Notice of special meetings of the Board may be mailed to Commissioners via email at least 10 days before the date of the meeting.

Section 2.9 The business which a county board of commissioners may perform shall be conducted at a public meeting of the board held in compliance with Act No. 267 (Open Meetings Act) of Public Acts of 1976, being sections 15.261 to 15.275 of the Michigan Compiled Laws.

ARTICLE III
Order of Business

Section 3.1 The order of business of the Board shall be as follows:

1. Call to order by the Chair
- 2) Roll call by the Clerk of the Board
- 3) Invocation by a Board member or her/his guest
- 4) Pledge of Allegiance to the Flag
- 5) Approval of Minutes
- 6) Audience for Petitioners; Laudatories (Resolutions of Appreciation)
- 7) Petitions and Communications
- 8) Commissioners' Initiatory Motions shall require two-thirds (2/3rds) (8) majority vote of the members present for adoption. All initiatory motions shall be put in writing and distributed to commissioners before the motion is considered. (Section 6.8)
- 9) Committee Reports (Consent Agenda)
 - ~~Human Services Committee~~
 - **Courts and Public Safety Committee**
 - ~~County Services Committee~~
 - ~~Budget/Audit Committee~~
 - ~~Labor Relations Committee~~
 - ~~Legislative Committee~~
 - ~~Intergovernmental Cooperation Committee~~
 - **County Services** (CSC & HSC combined)
 - **Finance & Human Resources** (Budget/Audit & Labor combined)
 - Executive Committee
 - Rules Committee
 - Special Committees
- 10) Resolutions
- 11) Unfinished Business
- 12) Announcements by Chair
- 13) Commissioners' Audiences
- 14) Administrator Remarks**
- 15) Adjournment

ARTICLE IV

Voting

- Section 4.1** A quorum shall consist of a majority of the members serving on the Board of Commissioners. (MCL 46.3)
- Section 4.2** All voting shall be by voice vote, hand vote, or roll call vote as determined by the Chair. Minutes shall state results of vote as called by the Chair.
- Section 4.3** A member by privilege may have her/his name entered into the Minutes demonstrating said vote.
- Section 4.4** A member may, by privilege, order a roll call vote on any question submitted for final passage to the Board and it shall be recorded in the Minutes as taken by the Clerk.
- Section 4.5** The following procedure shall be utilized for roll call voting:
- 1) When a roll call vote is taken, the roll shall be called by the members' names in numerical progression by districts, provided that the lead district is in continuous rotation, and provided, however, the Chair shall always vote last.
 - 2) During a roll call vote, a member shall vote when requested by the Clerk, and each member shall be recorded in the Minutes as voting yes or no; provided, however, any member who after three requests by the Chair to report her/his vote to the Clerk, fails to report her/his vote to the Clerk, shall be passed and the Chair shall instruct the Clerk to record the member's vote as "present and not voting," and the Minutes shall reflect the action taken by the Chair.
- Section 4.6** To be counted for quorum purposes, a commissioner must be physically present at the meeting. Each commissioner who votes on a matter must be physically present and seated when casting his or her vote.
- Section 4.7** Questions which arise at meetings of the Board of Commissioners shall be determined by the votes of a majority of the members present, except as otherwise provided by law or the Rules of this Board.
- Section 4.8** A majority vote of the members elected and serving shall be necessary for the final passage or adoption of a measure or resolution, or the allowance of a claim against the County. A two-thirds (2/3rds) (8) majority of the members elected to the Board is required for passage of certain measures pursuant to State law.

- Section 4.9** Any non-agenda matter, including committee reports and initiatory motions, placed before the Board for final passage shall require two-thirds (2/3rds) (8) majority vote of the members present for adoption. (Section 6.8)
- Section 4.10** The Board of Commissioners may, by a majority vote of the members elected and serving, pass regulations and ordinances relating to county affairs which the Board considers proper, but which shall not contravene the general law of the state or interfere with local affairs of a township, city or village within the limits of the county.

ARTICLE V

Conduct of Members

- Section 5.1** A member desiring to speak to the question shall, after being recognized, assume the floor and address only the Chair.
- Section 5.2** When two or more members address the Chair at the same time, it shall be the duty of the Chair to name the member entitled to the floor.
- Section 5.3** A member shall not assume the floor more than once unless every other member desiring to speak on the same question shall first have an opportunity to do so.
- Section 5.4** A member shall keep debate on any issue on a reasonable plane and to a reasonable amount of time; both subject to the rule of the Chair.
- Section 5.5** A member shall be allowed the floor under agenda section "Commissioners Audiences" for a time period not to exceed ten minutes, and shall be allowed the floor only once during this agenda section.
- Section 5.6** A member may question a petitioner on their presentation by leave of the Chair.
- Section 5.7** A member entering or leaving the Board chamber shall be recorded in the proceedings and notify the Chair by quiet signal.
- Section 5.8** A member shall not in any manner cause any distraction from the business of the Board or while the Chair, the Clerk, or any member is speaking.
- Section 5.9** A member who has a direct or indirect pecuniary interest in a specific business transaction or contract with the County, must make the Board cognizant of said interest and it shall be recorded in the Minutes; and further, the business transaction or contract shall not be allowed until approved by two-thirds (2/3rds) (8) of the full membership without the vote of the public servant making the disclosure. (Contracts of Public Servants Public Entities Act, P.A. 1 of 1984, MCL 15.321 et seq.)

ARTICLE VI
Procedure

- Section 6.1** The business of the Board shall be conducted in accordance with Robert's Rules of Order, revised, insofar as such rules are not in conflict with these Rules and the Statutes of the State of Michigan. The Chair shall appoint a Parliamentarian and Deputy Parliamentarian to ensure adherence to the rules under which the Board conducts its business.
- Section 6.2** A member shall have the privilege to request that a question before the Board be postponed to the next scheduled meeting; except when there is reasonable indication that postponement would result in the denial of the motion or that postponement would result in making the matter moot. Such deferred question shall be taken up at the next scheduled meeting under the order of unfinished business. Once an item has been commissioner privileged, it may not be commissioner privileged again. This section shall not apply to appointment by majority vote of this Board (elections).
- Section 6.3** A member shall have the right to move reconsideration of any question on which the member voted with the prevailing side. A question may be reconsidered at the same or succeeding day's meeting but shall not be reconsidered more than twice.
- Section 6.4** A motion made and seconded shall be restated by the Chair or if in writing, read aloud by the Clerk before being debated.
- Section 6.5** A member shall reduce a motion to writing at the request of the Chair.
- Section 6.6** A member may move for the division of a question or the Chair may order same.
- Section 6.7** These Rules may be temporarily suspended for the consideration of a specific question at any regular or special meetings by a two-thirds (2/3rds) vote of the members present.
- Section 6.8** The agenda for all full Board meetings shall be closed at 5:00 p.m. the Thursday prior to the scheduled Tuesday Board Session. Only emergency matters requiring full Board action will be allowed to bypass the scheduled deadline as approved by the Chair. Those matters will be assigned to the appropriate committee which will act on them prior to the Board Session and any recommendations subject to the two-thirds (2/3rds) (8) rule. (Section 4.9)

- Section 6.9** The agenda packet prepared for the Board will be numbered to designate the various sections and fastened together as one unit. The Addendum prepared on the day of the Session shall be numbered consistent with the numbering of the Agenda. Communications will be summarized in the packet and kept on file in their entirety in the Board Office. Communications and supporting material will be distributed to all members. At the end of each meeting, Board material may be removed by the commissioner or left on his/her desk for redistribution. All confidential and privileged material shall be personally returned to the Board staff or signed out at the end of the Session.
- Section 6.10** Committee reports and resolutions will be introduced to the Board by the Chair of each committee, who may yield the floor for presentation to a member of the committee. Committee reports will be grouped together and numbered accordingly. When a Committee submits only one (1) report, the Chair/member is encouraged to summarize said report; when presenting more than one (1) report, those reports shall be reported in summary fashion as a Consent Agenda to be considered and voted on as a group, subject to exception by any member. Resolutions are encouraged to be summarized but shall be considered and voted on individually.
- Section 6.11** The agendas for all Committee meetings shall be closed at 5:00 p.m. the Thursday prior to the scheduled Committee meetings. Only emergency matters will be allowed to bypass the scheduled deadline as approved by the Chair of each Committee or the Board Chair. All supporting documentation, pertinent to the matter to be presented to each Committee, shall be provided by the deadline above for inclusion in the agenda packet, so that it may be provided to the committee members for review sufficiently in advance of such committee meeting, except for emergency matters added in accordance with the above, or if waived by a majority of the committee.
- Section 6.12** At the request of any member and with the concurrence of the Chair, comments by and questions of staff persons or others with information vital to a question before the Board or Committee shall be allowed.
- Section 6.13** A memo from the Board Chair will accompany the Rules to provide clarity in matters relating to conduct and procedure at Official Board Sessions, and any other matters which may be appropriate.

ARTICLE VII
Officers

Section 7.1 The Chair shall be the presiding officer of the Board and her/his duties shall be:

- 1) To preserve order and decide questions of order subject to appeal by the Board;
- 2) To make the appointment of members to all **Standing Primary, Regular** and Special committees, and boards and commissions, unless otherwise directed by the Board or State Statute; provided, however, that members shall be notified in the Board Agenda of pending elections and appointments; the Chair's appointments will be listed in the Addendum prepared on the day of the Session;
- 3) To call all meetings of the Board;
- 4) To be a voting member of all **Standing Primary, Regular** and Special Committees;
- 5) To refer all petitions and communications that come before the Board to the proper committee for consideration unless otherwise directed by the Board;
- 6) To direct the County Emergency Preparedness Coordinator in accordance with established Board policy; and in the event of disaster within the County jurisdiction shall request a declaration of disaster from the Governor.

Section 7.2 The Vice Chair shall preside at all meetings in the temporary or permanent absence, incapacity, or death of the Chair and shall assume all responsibilities of Chair while serving as Chair and execute necessary documents on behalf of the County. In the temporary or permanent absence, incapacity, or death of the Vice Chair, the Chair of the Courts and Public Safety Committee shall assume all responsibilities.

Section 7.3 In order to provide for the orderly conduct of county government in the event of an emergency, i.e., flood, tornado, etc. the line of succession to the position of Chair of the Board of Commissioners shall be as follows:

- 1) Vice Chair
- 2) Chair of Courts & Public Safety Committee
- 3) **Chair of County Services Committee**
- 4) Chair of Finance & Human Resources ~~County Services Committee~~

Section 7.4 Commissioner seating in the Board Room shall be at the pleasure of the Commissioners and shall be maintained throughout the term, subject to the following: The Board Chair shall preside as designated. When any other seat becomes available, it shall be filled based on Commissioner Seniority, only upon request to the Board Chair.

**ARTICLE VIII
Clerk**

Section 8.1 The Clerk of the Board shall be the County Clerk as provided for by Statute.

Section 8.2 The Clerk, or a designated representative, shall duly record all proceedings of the Board as provided for by Statute, notify all petitioners of action taken by the Board and perform such other duties as the Board may direct.

**ARTICLE IX
Committees**

Section 9.1 The following shall be the ~~Primary~~ Standing Service Committees of the Board:

~~1) **Human Services**~~

~~Requests for action by the Board of Commissioners will be made to the Human Services Committee from the following departments/organizations: (List merged with County Services below)~~

1) Courts and Public Safety

Requests for action by the Board of Commissioners will be made to the Courts & Public Safety Committee from the following departments/organizations: Americans with Disabilities (ADA), Animal Control, Assigned Counsel, Central Communications/911, Circuit Court (Jury Administration, Friend of the Court), Community Corrections, District Court, Emergency Services, Law Library, Local Emergency Planning Committee, Medical Director, Probate Court - Estate & Family, Probation - Circuit/District, Prosecuting Attorney (Welfare Enforcement), and Sheriff's Office/Jail

2) County Services ~~General Government/Health & Human Services~~

Requests for action by the Board of Commissioners will be made to the County Services Committee from the following departments/organizations: Administrator (Administration, Airport - H.W. Browne, Event Center, Facilities Management/Maintenance, Information Technology, Parking Lots, Public Improvement Projects, Purchasing/Auction, Telephone Services), Building Authority, **Child Care Welfare**, Clerk/Elections, Convention Bureaus (Tourism), Civil Counsel, **Commission on Aging, Department of Health & Human Services**, Equalization, **HealthSource Saginaw, Mental Health Authority (Substance Abuse), Mosquito Control, MSU Extension, Public Health Department**, Public Works/Drains (Saginaw Area Storm Water Authority, Upper Saginaw River

Dredging), **Region VII AAA**, Economic Development/Saginaw Future, Historical Society/Castle Building, ~~Michigan Works! Administration~~, Parks & Recreation, Brownfield Redevelopment, Materials Management Planning Committee, Register of Deeds, Remonumentation, Saginaw Valley Zoological Society, Soil Conservation, and Treasurer (Accommodations Ordinance/Land Bank Authority Program) **and Veterans Burial/Veterans Relief/Veterans Trust.**

3) Finance & Human Resources

Finance shall review the cash position of the County with the Treasurer and Administrator as compared to budget categories in both revenues and expenses and shall be responsible for recommendations to alter the approved Annual Budget; Human Resources shall be responsible for recommendations to alter County Personnel Policies, creation/deletion of PCNs, and for providing input and direction in labor negotiations.

Section 9.2 A quorum for ~~Standing Service~~ all Standing Committees shall be three (3) members.

Section 9.3 Each Board member shall serve on at least one ~~(1) Primary and one (1) Regular~~ Standing Service Committee. Commissioners attending committee meetings who are not members of the committee shall be treated the same as the general public.

Section 9.4 ~~There shall also be four (4) Regular Standing Service Committees of the Board; for recommendations concerning state and federal legislative issues; and, for recommendations concerning cooperative efforts between Local units and County government.~~

~~The four (4) Regular Standing Service Committees shall include the Chair of the Board. A quorum shall consist of a majority of the members serving on the committee. The Vice Chair of the Board of Commissioners shall assume chairmanship of said committee in the absence of its chair and vice chair~~

a. ~~Budget/Audit~~

b. ~~Labor Relations. Labor Relations shall also serve as the Factoring Subcommittee. These responsibilities may be delegated by Labor Relations Human Resources, but they shall remain responsible for the final decision to be reported to the Board.~~

~~Legislative shall address state and federal legislative issues affecting the County, have regular contact with legislators, departments and organizations, and shall report to the Board of Commissioners on a timely basis. Any member of the Board of Commissioners who is serving as a director of MAC shall be a member. Eliminate~~

d. ~~Intergovernmental Cooperation shall reach out to other local units of government, including adjacent counties, and Saginaw County cities, villages, townships and school districts to seek out best practices, cooperation, collaboration and consolidation opportunities when it is deemed in the best interest of Saginaw County residents. Eliminate~~

Section 9.5 There shall be a Committee of the Whole, consisting of all eleven (11) members of the Board. The Committee shall consider all petitions, communications, and any other matters deemed appropriate as directed by the Board or the Chair of the Board with the actions or motions recorded in the Minutes of the Committee. The Vice-Chair shall assume Chairmanship of said Committee.

In the absence of the Vice-Chair, the line of succession shall be as listed in Section 7.2. The Committee shall be subject to Robert's Rules of Order, as revised. Upon completion of discussion, only motions to refer to an organized committee or to postpone indefinitely shall be allowed.

Section 9.6 There shall be an Executive Committee, consisting of five (5) members, which shall include: the Chair of the Board, the Chair of each of the ~~Primary~~ Standing Service Committees, and an additional member. Executive Committee will meet at the call of the Chair.

- 1) When there is no member of the minority party serving on the Executive Committee, the minority party shall recommend one of their members to serve on the Committee to the Chairman of the Board, who shall have the authority to make the final appointment.
- 2) In the event a minority party member is a Standing ~~Service~~ Committee Chair, and thereby a member of the Committee, the Chair shall appoint another member to the Committee at the Chair's sole discretion.
- 3) The Executive Committee shall serve as an Advisory Committee to the Chair of the Board. Recommendations from said Committee should first be placed before the appropriate Standing Service Committee. The Executive Committee shall retain the option to refer matters directly to the Board.

Section 9.7 Additional committees may be constituted for special activities beyond the scope of the Standing ~~Service~~ Committees upon motion of any member of the Board or the Chair of the Board.

Section 9.8 The Chair of the Board shall appoint, in January, members to all committees ~~and subcommittees~~ in this section, except as otherwise noted.

Section 9.9 The first named member of each committee shall act as chair of that committee and the second named member shall act as vice chair of that committee.

Section 9.10 All committee recommendations to the Board Chair shall be reduced to writing.

Section 9.11 All committees shall be subject to the call of the Chair of the Board or the Committee Chair, at a time convenient for all members of the committee except in emergency situations.

Section 9.12 Committee members shall be entitled to per diem for committee assignments during the recess of the Board when said work has been previously ordered by the Board Chair or its Committee Chair.

Section 9.13 Conduct of committees shall be subject to State Statutes and Rules of the Board of Commissioners, wherever applicable.

Section 9.14 All requests for legal opinions by commissioners are to be directed to the Chair for referral to County Legal Counsel unless approved by the Board at a regular session.

ARTICLE X Amendments

Section 10.1 These Rules may be revised or amended by a two-thirds (2/3rds) (8) vote of the members of the Board at any meeting of the Board, provided, however, that the proposed amendments must have been submitted to the Board in writing at a previous meeting.

ARTICLE XI Repeal

Section 11.1 All previously adopted rules or policies inconsistent with the Rules herein provided are declared to be null and void.

**TO: MEMBERS OF THE SAGINAW COUNTY
BOARD OF COMMISSIONERS**

FROM: CHAIR OF THE SAGINAW COUNTY BOARD OF COMMISSIONERS

Honorable Commissioners:

In accordance with Article VI, Section 6.13 this memo is included with the 2025 Board Rules to provide clarity relating to conduct and procedure at Official Board Sessions, and any other matters which may be appropriate.

One of the duties as Board Chair is to preserve order. The Board Rules assist the Chair with this in the sections pertaining to reporting, questioning and voting on committee recommendations. The Rules provide that committee reports be introduced by the Committee Chair who is encouraged to summarize the reports. Members with questions are recognized by the Board Chair and the questions are addressed through the Board Chair. Members are encouraged to keep debate on a reasonable plane; questions and/or debate on the Board Floor should stay within the parameters of the motion consistent with the Rules adopted by the Board.

There are guidelines on the number of times and length of time a member may speak on an issue. Generally, each member requesting the floor is recognized once by the Chair before any member is recognized for the second time, and no member is allowed the floor more than two times. However, exceptions may be made if there is no objection from the majority of the Board. Voting is open and members have the option of voice vote, hand vote or roll call. Members must request a hand vote or roll call previous to the Chair's call for a vote.

Members are allowed by privilege to request that a question be postponed, except when there is the reasonable indication that the delay would result in the defeat of the motion. This privilege does not apply to appointments by majority vote of the Board, and no question may be privileged more than once. In addition, there is opportunity to speak under commissioners' initiatory motions and commissioners' audiences.

When a member requires more extensive information, it is recommended that he/she contact the Board Chair, Committee Chair or Staff Person prior to the Board Session, when possible. Commissioners are welcome to attend Standing Service Committee meetings for a better understanding of the issues.

To avoid disruptions and out of courtesy, please have all cell phones and pagers turned off or on vibrate while the Board is in session.

Following these procedures maintains the dignity in which the Board has successfully conducted its business throughout the years, and allows us to be more efficient, effective and organized.

Respectfully,

Jack B. Tany
Board Chairman