



GENESEE COUNTY

M I C H I G A N

Genesee County Appointments Committee Agenda

Wednesday, November 5, 2025

5:30 PM

324 S. Saginaw St.

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. PUBLIC COMMENT TO COMMITTEE
- V. COMMUNICATIONS
- VI. OLD BUSINESS
- VII. NEW BUSINESS
 - 1. [RES-2025-2650](#) Approval of a proposed resolution to clarify appointments to the Genesee County Road Commission
 - 2. [RES-2025-2651](#) Approval of a proposed resolution to update appointment process for Genesee County's Diversity, Equity, and Inclusion Commission
 - 3. [RES-2025-2652](#) Approval to advertise for 4 positions on Genesee County's Parks & Recreation Commission; these are 3-year terms expiring on 1/1/2029
 - 4. [RES-2025-2655](#) Approval to advertise for 2 positions on the Bishop Airport Authority; these are 3-year terms expiring on 12/31/2028
 - 5. [RES-2025-2656](#) Approval of a request to advertise for 11 positions on Genesee County's Opioid Settlement Steering Committee
- VIII. OTHER BUSINESS
- IX. ADJOURNMENT



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2650

Agenda Date: 11/5/2025

Agenda #: 1.

LADIES AND GENTLEMEN:

WHEREAS, this Board of County Commissioners of Genesee County, Michigan ("Board"), previously passed Resolution 99-3, related to Road Commission appointments, which proclaimed the Board's policy to be "that future appointments to membership on the Board of County Road Commissioners should be made from among citizens who reside in areas of the County other than any of the cities;" and

WHEREAS, this Board now wishes to clarify its policy with respect to Road Commission appointments by replacing the advisory term "should" with the mandatory term "shall" to govern future appointments to the Board of County Road Commissioners.

NOW, THEREFORE, BE IT RESOLVED, that this Board authorizes clarifying its policy regarding appointments to the Board of County Road Commissioners such that all future appointments to membership on the Board of County Road Commissioners shall be made from among citizens who reside in areas of the County other than any of its cities.

TUESDAY, JANUARY 19, 1999

Commissioner John J. Gleason presented the following Resolution and moved its adoption.

Supported by Commissioner Fred Shaltz.

Commissioner Floyd Clack moved to amend the Resolution to have the appointments to the Genesee County Board of Road Commissioners be made two from residents of townships and one from residents of cities.

Supported by Commissioner Raynetta P. Speed.

Roll Call Vote taken to amend the following Resolution to have the Genesee County Board of Road Commissioners appointments be made two from residents of townships and one from residents of cities:

YEAS: Raynetta P. Speed, Floyd Clack

NAYS: Fred Shaltz, John J. Gleason, Richard E. Hammel, Robert Myers, Tim Herman, John Northrup, David B. Robertson

TOTAL VOTES CAST: 9 TOTAL YEAS: 2 TOTAL NAYS: 7

Failed

RESOLUTION (99-3)

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESSEE COUNTY BOARD OF COMMISSIONERS, GENESSEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

WHEREAS, the Genesee County Board of County Road Commissioners primarily maintains roads in those portions of Genesee County outside the various cities, and

WHEREAS, residents of the areas within which the Board of County Road Commissioners primarily maintain the roads are especially concerned about and knowledgeable of the condition of, and appropriate priorities regarding, those roads.

NOW, THEREFORE, BE IT RESOLVED, that it is the policy of the Genesee County Board of County Commissioners that future appointments to membership on the Board of County Road Commissioners should be made from among citizens who reside in areas of the County other than any of the cities.

BE IT FURTHER RESOLVED, that this Board of County Commissioners intends to hereafter make all

appointments to the Board of County Road Commissioners from among non-city residents of the County.

BOARD OF COMMISSIONERS

Roll Call Adopting Resolution:

YEAS: John J. Gleason, Richard E. Hammel, Robert Myers, Tim Herman, John Northrup, David B. Robertson, Fred Shaltz

NAYS: Raynetta P. Speed, Floyd Clack

TOTAL VOTES CAST: 9 TOTAL YEAS: 7 TOTAL NAYS: 2

Carried

Commissioner Fred Shaltz moved to reappoint Ron Bunker and Michael Pelavin to the Bishop International Airport Authority, each for three-year terms (expiring 12/31/2001). Supported by Commissioner John J. Gleason.

Commissioner David B. Robertson expressed his concern over the attendance of these two individuals in the past year.

Chairperson Herman informed Commissioner Robertson that he has spoken to Michael Pelavin who informed him that his mother-in-law had past away in another state and he has had to make quite a few trips out of state to settle her estate.

Commissioner Gleason informed Commissioner Robertson that he has spoken with Ron Bunker and that he informed him that he will have a better attendance record in the coming year.

Roll Call Vote taken to reappoint Ron Bunker and Michael Pelavin to the Bishop International Airport Authority, each for three-year terms (expiring 12/31/2001):

YEAS: Richard E. Hammel, Robert Myers, Raynetta P. Speed, Floyd Clack, Tim Herman, John Northrup, Fred Shaltz, John J. Gleason

NAYS: David B. Robertson

TOTAL VOTES CAST: 9 TOTAL YEAS: 8 TOTAL NAYS: 1

Carried

Commissioner Raynetta P. Speed moved to reappoint Commissioners Floyd Clack and Fred Shaltz to the Valley Area Agency on Aging Board of Directors, each for two-year terms (expiring 12/31/2000).

Supported by Commissioner Richard E. Hammel.



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File #: RES-2025-2651

Agenda Date: 11/5/2025

Agenda #: 2.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

WHEREAS, this Board of County Commissioners of Genesee County, Michigan ("Board"), previously created the Diversity, Equity, and Inclusion ("DEI") Commission pursuant to Resolution 2022-279; and

WHEREAS, this Board empowered the DEI Commission to appoint the county employee members, community members, and non-voting members of the DEI Commission itself; and

WHEREAS, this Board wishes to make all appointment processes consistent.

NOW, THEREFORE, BE IT RESOLVED, that this Board authorizes changing the appointment procedure for DEI Commission members such that all appointments to the DEI Commission, whether a County Commissioner member, county employee member, community member, or non-voting member, shall be made by this Board in accordance with this Board's Appointment Policy 01.002.



Genesee County

Staff Report

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File #: RES-2025-2652

Agenda Date: 11/5/2025

Agenda #: 3.

To: Board of County Commissioners

From: Joshua Freeman, Director of Administration

RE: Parks & Recreation Commission Appointments

BOARD ACTION REQUESTED:

Approval of a request to advertise 4 positions on Genesee County's Parks & Recreation Commission.

BACKGROUND:

There are four positions on the Commission whose term expires at the end of this year. Those positions are currently held by Commissioners Avery and Goetzinger, Anne Figueroa, and Joe Krapohl.

DISCUSSION:

With the approval of this resolution, staff will begin the process of advertising for these positions consistent with Genesee County's Appointment Policy. Applications will be accepted until December 12, 2025. All applications will be forwarded to commissioners on Monday, December 15, 2025. The appointment will be at the first regular commission meeting in January 2026 (schedule to be determined).

IMPACT ON HUMAN RESOURCES:

HR will coordinate the application process.

IMPACT ON BUDGET:

There will be no impact on the budget.

IMPACT ON FACILITIES:

There will be no impact on facilities.

IMPACT ON TECHNOLOGY:

There will be no impact on technology.

CONFORMITY TO COUNTY PRIORITIES:

The Board of County Commissioners have prioritized an Inclusive and Collaborative Culture. By casting a wide net in seeking applicants, we will work to bring a diverse group of applicants that

reflects our community.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of County Commissioners of Genese County, Michigan, in accordance with the Appointments Policy, authorizes advertising to fill the following Board-appointed positions:

- 4 seats on Genesee County's Parks & Recreation Commission (3-year term expiring 1/1/2029)



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Staff Report

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File #: RES-2025-2655

Agenda Date: 11/5/2025

Agenda #: 4.

To: Board of County Commissioners

From: Joshua Freeman, Director of Administration

RE: Bishop Airport Authority Appointments

BOARD ACTION REQUESTED:

Approval of a request to advertise for 2 positions on the Bishop Airport Authority.

BACKGROUND:

The Board of County Commissioners makes appointments to the Bishop Airport Authority. Two of those positions are set to expire on 12/31/2025; Kevin Keane and Karyn Miller.

DISCUSSION:

This Board will need to make appointments for two positions on the Authority. These are 3-year terms that will expire on 12/31/2028. With approval of this resolution, staff will begin the process of advertising for these positions consistent with the Board's Appointment Policy. Applications will be accepted until December 12, 2025. All applications will be forwarded to commissioners on December 15, 2025. The appointments will be made at the first regular commission meeting in January 2026 (schedule to be determined).

IMPACT ON HUMAN RESOURCES:

HR will coordinate the application process.

IMPACT ON BUDGET:

No impact on budget.

IMPACT ON FACILITIES:

No impact on facilities.

IMPACT ON TECHNOLOGY:

No impact on technology.

CONFORMITY TO COUNTY PRIORITIES:

The Board of County Commissioners have prioritized an Inclusive and Collaborative Culture. By casting a wide net in seeking applicants, we will work to being a diverse group of applicants that reflects our community.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of County Commissioners of Genesee County, Michigan, in accordance with the Appointments Policy, authorizes advertising to fill the following Board-appointed positions:

- 2 seats on the Bishop Airport Authority (3-year term expiring on 12/31/2028)



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File #: RES-2025-2656

Agenda Date: 11/5/2025

Agenda #: 5.

To: Board of County Commissioners

From: Joshua Freeman, Director of Administration

RE: Opioid Settlement Steering Committee Appointments

BOARD ACTION REQUESTED:

Approval of advertising for 11 positions on Genesee County's Opioid Settlement Steering Committee.

BACKGROUND:

The Board of County Commissioners created an Opioid Settlement Steering Committee to aid in directing spending of opioid settlement dollars. These initial appointments will be for staggered terms, consistent with the Committee's Bylaws. Each subsequent appointment will be for a 3-year term.

DISCUSSION:

With the approval of this resolution, staff will begin the process of advertising for these positions consistent with Genesee County's Appointment Policy and the Opioid Settlement Steering Committee Bylaws. Applications will be accepted until December 12, 2025. All applications will be forwarded to commissioners on Monday December 15, 2025. The appointments will be at the first regular Commission meeting in January 2026 (schedule to be determined).

IMPACT ON HUMAN RESOURCES:

HR will coordinate the application process.

IMPACT ON BUDGET:

There will be no impact on the budget.

IMPACT ON FACILITIES:

There will be no impact on facilities.

IMPACT ON TECHNOLOGY:

There will be no impact on technology.

CONFORMITY TO COUNTY PRIORITIES:

The Board of County Commissioners have prioritized an Inclusive and Collaborative Culture. By casting a wide net in seeking applicants, we will work to bring a diverse group of applicants that reflects our community.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of County Commissioners of Genesee County, Michigan, in accordance with the Appointments Policy, authorizes advertising to fill the following Board-appointed positions on the Genesee County Opioid Settlement Steering Committee:

- One (1) individual from the Genesee County Board of County Commissioners (3-year term expiring 09/30/2028);
- One (1) individual who has professional expertise in substance use disorder (3-year term expiring 09/30/2028);
- One (1) individual who has professional expertise in behavioral health (3-year term expiring 09/30/2028);
- One (1) individual who has professional expertise in healthcare, including hospitals (2-year term expiring 09/30/2027);
- One (1) individual who has professional expertise in public safety (2-year term expiring 09/30/2027);
- One (1) individual who has professional expertise in the judicial system (2-year term expiring 09/30/2027);
- Two (2) individuals with lived experience with substance use disorder (2-year term expiring 09/30/2027); and
- Three (3) individuals who serve as at-large members (term expiring 09/30/2026).

Bylaws of the
GENESEE COUNTY
Opioid Settlement Steering Committee

Adopted: October 29, 2025

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I. Name

The authorization for the Genesee County Opioid Settlement Steering Committee, hereinafter referred to as “Committee”, derives from the Genesee County Board of Commissioners’ Opioid Settlement Steering Committee Policy, adopted October 29, 2025.

II. Purposes and Function

a. Introduction

In 2021, Genesee County elected to join the nationwide settlement agreements to resolve all Opioid litigation brought by States and local governmental units against pharmaceutical manufacturers, distributors and pharmacies. Genesee County is eligible to receive a direct share from the original defendants as well as subsequent defendants, hereinafter referred to as “National Opioid Settlements”. Genesee County will receive a direct distribution of settlement funding with amounts subject to the *Michigan State-Subdivision Agreement* and settlement agreements with each individual company.

The Committee’s work shall comply with State of Michigan statutes, Genesee County policy, and provisions of applicable individual settlement agreements.

b. Responsibilities

i. Procedural Responsibilities

The Committee shall follow the following procedural responsibilities:

1. Elect annually a Chair, Vice Chair, and Secretary;
2. Comply with the Open Meetings Act, MCL 15.261 et seq.
3. Follow these Bylaws as established by the Board of County Commissioners.

ii. Planning Responsibilities

The Committee is responsible to the Genesee County Board of Commissioners, hereinafter referred to as “Board”, and shall provide input, advice, and recommendations on the disbursement of Genesee County government revenues received as a result of the opioid settlements.

The Committee shall produce documents which, at a minimum, shall include:

1. The manner in which documents are completed.
2. A community needs assessment which reviews priority areas for services in alignment with Exhibit E, the list of allowable or approved uses.
3. A recommended spending plan.

The Committee may, at its discretion, initiate document updates to respond to environmental changes, significant events, and other circumstances in the interim as needed.

iii. Implementation Responsibilities

The Committee shall review and make recommendations to the Board pertaining to projects to be funded by any opioid settlements funding, consistent with the current documents and prioritized approved uses, in accordance with applicable contracting laws.

The Committee shall monitor the service delivery and administration of all programs under the Committee's jurisdiction and funded by the opioid settlements.

By May 31st of each year, the Committee shall provide to the Board an annual report for the preceding calendar year of National Opioid Settlements funded projects.

III. Organization

a. Membership

Appointments to the Committee shall be made by the Board through its regular appointment process. The Committee shall consist of eleven (11) members who reflect the diversity of the Genesee County community.

The Committee should have members from each of the categories below:

1. One (1) individual from the Genesee County Board of Commissioner
2. One (1) individual who has professional expertise in substance use disorder
3. One (1) individual who has professional expertise in behavioral health
4. One (1) individual who has professional expertise in healthcare, including hospitals
5. One (1) individual who has professional expertise in public safety
6. One (1) individual who has professional expertise in the judicial system
7. Two (2) individuals with lived experience with substance use disorder

In addition to the members that are required to be appointed from the above categories, the remaining three members of the Committee can be appointed at large regardless of what category they may or may not fall into.

b. Term of Office

Members shall serve without compensation for three (3) years, with terms beginning on October 1st and ending on September 30th, or until a successor is appointed. To provide for the organizational stability that comes with staggered terms, initial appointments should be staggered as the Board sees fit, except for the Board of Commissioners' members, who shall be appointed annually, all other subsequent re-appointments shall be for three (3) years.

Vacancies will be filled within sixty (60) days by the Board.

c. Officers of the Committee

The Committee shall elect a Chair, Vice-Chair, and a Secretary by majority vote of the Committee membership. Such an election will be held at the first meeting of each new calendar year. Officers will hold their office for one (1) year or until a successor is elected.

The duties of each of the above-mentioned officers will be as follows:

1. Chair - The Chair shall preside at all meetings of the Committee and shall create temporary sub-committees deemed necessary to conduct business. The Chair shall be an Ex-Officio member of all sub-committees.
2. Vice-Chair - In the absence of the Chair, the Vice-Chair shall preside at Committee meetings.
3. Secretary - The Secretary shall sign the approved minutes, which shall be kept on file as a permanent record in the Community Engagement and Justice Services Office of the Board of Commissioners. The Secretary shall be responsible for all correspondence and notice of meetings. This will be done in accordance with the Open meetings act. In the absence of both the Chair and Vice-Chair at any Committee meeting, the Secretary shall preside.

d. Sub-Committees

The Committee Chair shall have the authority to create and designate temporary sub-committees to implement and effect the aims and purposes of the Committee. Membership may consist of Committee members and non-members, as needed. Sub-committees report directly to the full Committee. Sub-committee progress reports should include a review of the agenda and member attendance at meetings.

IV. Rules and Regulations Governing the Committee

a. Meetings

Committee meetings shall be open to the public, in accordance with Michigan's Open meetings act.

All Committee members shall receive notice of regular meetings and all other meetings at least one week before the designated meeting date.

Meetings will be held at least quarterly on dates and times established by the Committee. These meetings shall be publicized and the public will be encouraged to attend. Special meetings of the Committee may be held in compliance with Michigan's Open Meetings Act.

b. Quorum

A quorum shall consist of a majority (fifty percent plus one [50% + 1]) of the then serving members of the Committee.

All decisions of the Committee must be arrived at by a majority vote. A roll-call vote will be taken whenever a recommendation for a funding decision is being made (i.e. allocation, de-funding, etc.).

Alternate members are entitled to vote on matters before the Committee in the absence of the appointed member.

Decisions made by a quorum of the Committee cannot be challenged by a dissenting Committee member.

c. Attendance

In order to maintain Committee membership, members must attend at least fifty percent (50%) of meetings in a calendar year and cannot have more than three (3) unexcused absences from Committee meetings.

Members not meeting these minimum standards may be recommended for dismissal from the Committee. The member will be notified in writing by the Chairperson of any failure to meet the minimum standards. The letter will request a response regarding the members' continued interest in remaining on the Committee. The Committee will advise the Board of the need to dismiss a member who fails to maintain attendance. In the event that a member submits a resignation to the Committee, a copy of the resignation will be forwarded to the Office of the Clerk of the Board of Commissioners.

d. Minutes

The Minutes of the Committee meetings shall be kept on file as a permanent record in the Community Engagement and Justice Services Office of the Board of Commissioners. The Minutes shall include:

1. Time and place of meetings
2. Names of members present and absent
3. Subjects considered at the meeting
4. Brief description of actions taken
5. Vote result of any item voted upon. A roll call vote is needed if voting on funding recommendations; or, if voice vote is not unanimous.

V. Conflict of Interest

Members of the Committee shall abstain from any discussion or vote regarding the recommendation for awarding of monies or any contract or budget modifications if they have a direct or indirect financial interest. Any member may raise the question of a perceived Conflict of Interest on the part of another member.

Committee members will be asked to evaluate, on a yearly basis, or as needed, their personal relationship with any County/private agency which conceivably could apply for funding which utilizes the Committee funding allocation process. An annual "Conflict of Interest Member Statement" will be kept on file in the Genesee County Administration Office.

VI. Adoption of Bylaws and Amendments

a. Certification

The Bylaws become effective immediately upon adoption by the Board.

b. Amendments

The Bylaws shall be reviewed every three (3) years to determine continued relevancy to Committee goals and objectives and amended, as necessary.

Proposed amendments to the Bylaws will be submitted in writing to the Committee at a regular scheduled meeting. A majority vote of the Committee at the meeting shall be required to adopt the amendment. Before final adoption, the amendment must receive approval from the Board.

VII. Parliamentary Authority

Rules and procedures not specified in these Bylaws shall be by those provided in the most recent edition of Robert's Rules of Order.

Adoption

These Bylaws were reviewed by Genesee County's Corporation Counsel on October 28, 2025, and revisions, if any, were incorporated per Corporation Counsel's advice.

The Genesee County Opioid Settlement Steering Committee Bylaws are adopted by the Genesee County Board of Commissioners meeting held on October 29, 2025.