



Michigan Municipal Services Authority

PO BOX 12012, LANSING MI 48901-2012

**EXECUTIVE COMMITTEE
REGULAR MEETING**

Thursday, November 8, 2018 at 2:00 PM

Capitol View Building
201 Townsend St Suite 900
Lansing, MI 48933

AGENDA

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Approval of Minutes**
 - a. Minutes of the September 13, 2018 regular Executive Committee meeting
- V. Administrative Report**
- VI. New Business**
 - a. Resolution 2018-12 Schedule of Regular Meetings for Calendar Year 2019
 - b. Resolution 2018-13 Amendment No. 5 to Employment Agreement
 - c. Resolution 2018-14 Shared CISO Program Agreements
- VII. Public Comment**
- VIII. Other Business**
- IX. Adjournment**

A copy of the proposed minutes of the meeting will be available for public inspection at the principal office of the Authority within 8 business days. A copy of the approved minutes of the meeting, including any corrections, will be available for public inspection at the principal office of the Authority within 5 business days after approval.



Michigan Municipal Services Authority

PO BOX 12012, LANSING MI 48901-2012

**EXECUTIVE COMMITTEE
REGULAR MEETING**

Thursday, September 13, 2018 at 1:30 p.m.

Capital View Building
Constitution Room – 9th Floor
201 Townsend Street
Lansing, MI 48933

MINUTES

Proposed Minutes Approved Minutes

MEETING TYPE: Regular Special

I. Call to Order

The meeting was called to order at 1:40 PM.

II. Roll Call

Executive Committee Member Attendance:

Stacie Behler, Chairperson	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
James Cambridge, Secretary*	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Eric DeLong, Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Kelli Scott, Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Doug Smith, Member*	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

*Participated via teleconference.

Other attendees:

- Robert Bruner, Michigan Municipal Services Authority
- Kristen Delaney, Michigan Municipal Services Authority
- Steven Liedel, Dykema

III. Approval of Agenda

Moved by: Scott
Supported by: Cambridge

Yes: X No: ___

IV. Approval of Minutes

a. Minutes of the July 12, 2018 regular Executive Committee meeting

Moved by: Scott
Supported by: Cambridge

Yes: X No: ___

V. Administrative Report

CEO Robert Bruner delivered the administrative report. He noted that he had been working with Plante Moran on the format of the financial report for several months and he is happy with the reports now.

The Committee discussed revenue from the CLASS investment.

Bruner discussed conferences that he had attended recently and gave the board an update on the progress of CISO and the business plan that he had recently sent out for comment and review.

VI. New Business

a. Resolution 2018-11 FY 2017-2018 General Appropriations Act Amendment

Moved by: Scott
Supported by: Cambridge

Yes: X No: ___

II. Public Comment

None

III. Other Business

None.

IV. Adjournment

Motion to adjourn the meeting at 2:05 PM.

Moved by: Scott
Supported by: Cambridge

Yes: X No: ___

Certification of Minutes

Approved by the Executive Committee on November 8, 2018.

Authority Secretary

Date

PROPOSED



Michigan Municipal Services Authority

PO BOX 12012, LANSING MI 48901-2012

DATE: November 1, 2018

TO: Executive Committee

FROM: Robert Bruner, CEO

SUBJECT: Schedule of Regular Meetings for Calendar Year 2019

MMSA Authority Board

Date	New Business
Thursday, March 14, 2019	Receive audit
Thursday, June 13, 2019	As needed
Thursday, November 14, 2019	Adopt schedule of regular meetings

MMSA Executive Committee

Date	New Business
Thursday, January 10, 2019	As needed
Thursday, March 14, 2019	As needed
Thursday, April 11, 2019	As needed
Thursday, June 13, 2019	Receive budget recommendation Schedule budget hearing
Thursday, August 8, 2019	Hold budget hearing Adopt budget
Thursday, November 14, 2019	Adopt schedule of regular meetings

LCSA Council (information only)

Date	New Business
Friday, February 15, 2019	February 20 LCSA Payments
Friday, May 17, 2019	May 20 LCSA Payments
Friday, May 24, 2019	METRO Act Fee-sharing payments Receive budget recommendation Schedule budget hearing
Friday, September 13, 2019	Hold budget hearing Adopt budget
Friday, October 11, 2019	October 20 LCSA Payments
Friday, November 15, 2019	Fire protection services payments Adopt schedule of regular meetings

Combined Calendar

Date	Meeting
Thursday, January 10, 2019	MMSA Executive Committee
Friday, February 15, 2019	LCSA Council
Thursday, March 14, 2019	MMSA Authority Board MMSA Executive Committee
Thursday, April 11, 2019	MMSA Executive Committee
Friday, May 17, 2019	LCSA Council
Friday, May 24, 2019	LCSA Council
Thursday, June 13, 2019	MMSA Authority Board MMSA Executive Committee
July 2019	No meetings
Thursday, August 8, 2019	MMSA Executive Committee
Friday, September 13, 2019	LCSA Council
Friday, October 11, 2019	LCSA Council
Thursday, November 14, 2019	MMSA Authority Board MMSA Executive Committee
Friday, November 15, 2019	LCSA Council
December 2019	No meetings



Michigan Municipal Services Authority

PO BOX 12012, LANSING MI 48901-2012

**EXECUTIVE COMMITTEE
RESOLUTION 2018-12**

Schedule of Regular Meetings for Calendar Year 2019

The executive committee of the Michigan Municipal Services Authority (the “**Authority**”) resolves that the following notice and schedule of regular meetings is adopted and approved as the schedule of regular meetings for the executive committee of the Authority for the calendar year ending December 31, 2019:

Date	Time	Location
Thursday, January 10, 2019	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, February 14, 2019	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, March 14, 2019	2:00 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, April 11, 2019	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, May 9, 2019	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, June 13, 2019	2:00 p.m.	Livonia City Hall 33000 Civic Center Drive, 4 th Floor Livonia, MI 48154
Thursday, July 11, 2019	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, August 8, 2019	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, September 12, 2019	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, October 10, 2019	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933

Thursday, November 14, 2019	2:00 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, December 12, 2019	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933

Secretary's Certification:

I certify that this resolution was adopted by the executive committee of the Michigan Municipal Services Authority at a properly-noticed open meeting held with a quorum present on November 8, 2018.

By: _____
James Cambridge
Authority Secretary



Michigan Municipal Services Authority

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**EXECUTIVE COMMITTEE
RESOLUTION 2018-13**

Amendment No. 5 to Employment Agreement

To be distributed prior to the meeting

Secretary's Certification:

I certify that this resolution was adopted by the executive committee of the Michigan Municipal Services Authority at a properly-noticed open meeting held with a quorum present on November 8, 2018.

By: _____

James Cambridge
Authority Secretary



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**EXECUTIVE COMMITTEE
RESOLUTION 2018-14**

Shared CISO Program Agreements

To be distributed prior to the meeting

Secretary's Certification:

I certify that this resolution was duly adopted by the Executive Committee of the Michigan Municipal Services Authority at a properly-noticed open meeting held with a quorum present on November 8, 2018.

By: _____

James Cambridge
Authority Secretary