THE CHEBOYGAN BOARD OF COMMISSIONERS MEETING
SCHEDULED FOR TUESDAY, May 26, 2020 at (9:30 A.M.) at 870 S. Main Street, Cheboygan Michigan will be conducted via Telephonic Attendance by Cheboygan County Resolution 2020-06 and Executive Order 2020-75.

In accordance with Gov. Gretchen Whitmer and the Michigan Department of Health and Human Services' recommendations designed to help prevent the spread of Coronavirus Disease 2019 (COVID-19) and Executive Order 2020-75 declaring public bodies subject to the Open Meetings Act can use telephone conferencing technology to meet and conduct business, the Cheboygan County Board of Commissioners will hold its Committee of the Whole meeting via telephone conferencing at **9:30 A.M. on Tuesday, May 26, 2020.**
The public may access the meeting by calling:

United States (Toll Free): 1-877-309-2073

Access Code: 530-285-357
Hearing impaired may dial 7-1-1. Please provide operator the toll free number and meeting access code to be connected to the phone call with help from MI Relay. If other aids and services are needed for individuals with disabilities please contact the County Clerk.
Board Packet is available for download at: www.cheboygancounty.net.

ELECTRONIC BOARD OF COMMISSIONERS MEETING PARTICIPATION

Public will be asked to Identify themselves. When you call in please state your name until acknowledged for the record.

- Public comment—will be taken only during the Public Comment portion of the meeting agenda.
- Please make your public comment when called upon to do so or state no comment.
- The time limit for an individual's public comments shall be 3 minutes.

The following County Commissioners will be attending the meeting by phone. If you would like to contact a County Commissioner or Staff member about any matter, on the agenda or otherwise, please do so via the email addresses below.

District 1 - Mary Ellen Tryban mtryban@cheboygancounty.net
District 2 - Richard B. Sangster rbsangster@cheboygancounty.net
District 3 - Michael Newman mnewman@cheboygancounty.net
District 4 - Cal Gouine cgouine@cheboygancounty.net
District 5 - Roberta Matelski rmatelski@cheboygancounty.net
District 6 - John Wallace jwallace@cheboygancounty.net
District 7 - Steve Warfield swarfield@cheboygancounty.net
Cheboygan County Clerk- Karen Brewster clerk@cheboygancounty.net
Cheboygan County Administrator- Jeffery Lawson adminlawson@cheboygancounty.net

Cheboygan County Board of Commissioners

MISSION STATEMENT

Cheboygan County officials and staff will strive to provide public services in an open and courteous manner and will responsibly manage county resources.

Committee of the Whole Meeting
May 26, 2020
9:30 a.m.

Agenda

1. Call to Order
2. Roll Call
3. Invocation/Pledge of Allegiance
4. Approve Agenda
5. **CITIZENS COMMENTS**
6. **SCHEDULED VISITORS/DEPARTMENT REPORTS**
7. **ADMINISTRATOR'S REPORT**
8. **OLD BUSINESS**
9. **NEW BUSINESS**
   A. Indigent Defense Compliance Plan-Grant Application
   B. Work Share Program Participation COVID-19
10. **CITIZENS COMMENTS**
11. **BOARD MEMBER COMMENTS**
12. **ADJOURN TO THE CALL OF THE CHAIR**

ADMINISTRATOR'S REPORT
5-26-20

COUNTY BUILDING STATUS: The County Building remains open with limited public access. Although some employees will continue to work remotely, many will be returning to their building work stations this week. Staff has installed clear barriers in many departments and re-arranged some work areas. Employees must conduct a prescreening each day and are directed not to report to work and notify their supervisor if any symptoms are present. Cleaning protocols have been implemented.

Staff will continue to work with the public to provide service on-line as well as by phone. Appointments will be scheduled for services that cannot be completed remotely. All persons entering County facilities must wear face coverings in public areas and when within 6' ft. of another person. All persons entering County facilities must confirm that they do not have any COVID-19 symptoms.

ZONING ORDINANCE AMENDMENTS: The Planning Commission and staff continue to develop amendments to the zoning ordinance to permit flexible temporary outdoor sales, display and service areas, as well as permit additional temporary signage within commercial districts to provide businesses flexibility to operate while under social distancing recommendations. Once language is completed, a public hearing will be scheduled.

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COUNTY BUILDING REPAIRS: After discussion with the Treasurer, another option has been identified to complete repair of the vault wall that would convert the space into office area and potentially reduce the cost of the project. This option would remove the vault door wall and open the area to the main office. The outer walls would remain in place with walls anchored to the steel beams of the building. As the engineer identified in their report, the outer walls would be structurally sound but could potentially shift. The anchors would be installed to permit this type of movement. The engineer is developing a cost estimate to confirm estimated savings.

MARINA FUEL PROJECT: The bids for the Marina Fuel Project have been temporarily suspended until confirmation from the State is received that grant funding spending is reauthorized for projects. Funding was suspended due to COVID-19. Once permitted, the project will be re-bid and a project completion schedule developed. The grant award to the County for project completion has been extended until May 2022.

Cheboygan County
Board of Commissioners' Meeting

May 26, 2020

Title: Indigent Defense Compliance Plan/Grant Application

Summary: Act No. 93 of 2013 established the Michigan Indigent Defense Commission to develop a system to provide indigent defendants in criminal cases with effective assistance of counsel. In 2017 the Michigan Department of Licensing and Regulatory Affairs approved the first four standards for the indigent criminal defense system. The standards are:

Standard 1- Provide continued Training and Education to indigent defense attorneys.

Standard 2- Initial Interview- Defendant must be provided opportunity to have an initial interview with defense council.

Standard 3- Investigation and Experts- Defense counsel may seek licensed investigators or seek expert witnesses to defend client if applicable.

Standard 4- Counsel at First Appearance- Defense counsel must be appointed to provide assistance to defendant as soon as defendant's liberty is restricted by the court as well as counsel provided at other critical stages of the case.

The County must apply for Compliance Plan and Cost Analysis Renewal for approval by the MIDC to receive funding for the 2020-2021 Plan. The County must provide base cost funding in the amount of $144,373.48 All cost to provide indigent defense above the base cost will be paid by the State of Michigan upon approval of the unit's indigent defense plan.

Financial Impact: Additional Expenditures above base cost – 100% Grant Funded through MIDC

Recommendation: Motion to approve the Cheboygan County Indigent Defense Compliance Plan/Grant Application for submittal to the Michigan Indigent Defense Commission with any required modifications by MIDC and authorize the Chair to sign.

Prepared by: Mike Ekdahl MIDC Administrator	**Department:** Indigent Defense

Submitter Information

Funding Unit(s)/System Name: Cheboygan County

_____

Submitted By (include name, title, email address and phone number): Michael J. Ekdahl, Cheboygan County MIDC Administrator, chebida@cheboygancounty.net, 231-627-4979

_____

Date: May 26, 2020

Signature: _____

Please identify the following points of contact (include name, title, email address and phone number):

Authorizing official who will sign the contract: John Wallace, Cheboygan County Board of Commissioners Chairperson, jwallace@cheboygancounty.net, 231-420-2216

_____

Mailing address for authorizing signatory: P.O. Box 70, 870 South Main St. Cheboygan, MI 49721.

_____

Primary point of contact for implementation and reporting:

Michael J. Ekdahl, 231-627-4979

_____

Financial point of contact:

Jeffery B. Lawson, Cheboygan County Administrator 231-627-8857__

Please identify any other person in the system who should receive communications from MIDC about compliance planning and reporting, including name, title, and email address:

_____

Delivery System Model

What type of indigent defense delivery system do you have in 2020? (indicate all that apply):

- Public Defender Office (county employees)
- Public Defender Office (non-profit/vendor model)
- Managed Assigned Counsel System
  Name of MAC Attorney Manager and P#: Michael J. Ekdahl (P61739)
- Assigned Counsel System
- Contract Defender System
- Other, please describe:

Managed Assigned Counsel System

Are you planning to change the type of indigent defense delivery system uses?

Yes

No

Unsure

If yes, what model do you plan to use in FY21?

Standard 1

Training of Attorneys

Number of attorneys as of October 1, 2020: 5

Please include in the cost analysis a list of all attorneys who accept adult criminal defense case assignments in your system, including conflict counsel and counsel for youths charged as adults.

Number of attorneys with less than 2 years of Michigan criminal defense experience as of October 1, 2020: zero

Any changes in your training plan from FY20? Yes

Please describe your plan, including any changes:

All attorneys will have to attend 12 hours mandatory CLE training by December 31, 2020, and show proof of completion to be able to continue with funding from the MIDC. Any online CLE training shall be approved by the Regional Manager.

Any changes in your funding needs from FY20 for Standard 1? Yes

If yes, please describe: Hourly rate for CLE will increase by $30.00.

Standard 2

Initial Client Interviews

How and when are defense attorneys notified of new assignments?

In District Court, attorneys are notified by the Prosecutor's Office that an individual has been arrested and needs to be arraigned.

In Circuit Court, the Sheriff's Department will bring the signed warrant to the staff and then a copy of the warrant and scheduled arraignment time is given to the attorneys.

How are you verifying that in-custody attorney client interviews occur within three business days?

Verifying in the computer system the date that the individual is arrested and the date that is given by the Public Defender as to when the interview was conducted.

How are you verifying introductory communications from the attorney with defendants who are not in custody?

The Public Defender provides an invoice stating who the individual is that was arrested and whether they met with him or her in person or sent a letter to his or her address. Then it is verified that the communication was completed within the three-day period.

How are you compensating attorneys for initial interviews? Please provide details:

Attorneys are being paid $100 per hour for time spent during the initial interview with his or her client. The attorneys provide an invoice with time spent with each client and then are paid monthly on those invoices.

Any change in the initial interview procedure from your FY20 plan? ☐ Yes | X No

Please describe your policy:

Attorneys will be provided with alleged charges and past criminal history for interview purposes. Once the interview has taken place, the client will be arraigned in either District Court or Circuit Court. Once the arraignment is completed, they can submit an invoice to be verified and paid.

Any change from your FY20 funding needs for initial interviews? ☐ Yes | X No

Please explain:

Confidential Meeting Spaces

How many confidential meeting spaces are in the jail? One

Please explain or describe:

There is an attorney/client meeting space in the jail. It is a secured room that is equipped with a polycom so the inmate does not have to be brought into the courtroom. There are microphones so the attorney and client can conduct the interview before any court proceedings. Room is also soundproofed for confidentiality.

How many confidential meeting spaces are in the courthouse for ***in-custody*** attorney-client meetings? One

Please explain or describe:

There is an attorney/client meeting space in the jail. It is a secured room that is equipped with a polycom so the inmate does not have to be brought into the courtroom. There are microphones so the attorney and client can conduct the interview before any court proceedings. Room is also soundproofed for confidentiality.

How many confidential meeting spaces are in the courthouse for ***out-of-custody*** attorney-client meetings? One

Please explain or describe:

The Public Defender's Office has a separate meeting area for out-of-custody meetings. This room is soundproofed for confidentiality, has a polycom so client and attorney can attend any hearings without going into the courtroom. Construction of a second sound proof attorney-client meeting space adjacent to the District Court Room is scheduled for construction in 2020 but construction has been delayed by COVID-19.

Any change from the FY20 plan for meeting spaces? ☐ Yes | X No

Please explain or describe:

Any change in FY20 funding needs for meeting spaces? ☐ Yes | **X** No

Please explain or describe:

Standard 3

Experts and Investigators

Describe your policy for attorneys to request expert witness assistance:

If an attorney needs and expert, he or she needs to submit in writing what is being requested and on what case. Once the letter is received from the attorney, a determination will be made within seven days and correspondence will be sent to the attorney. If the request was granted, then the expert or investigator may submit an invoice for his or her services to be paid.

Any change in the process from FY20? ☐ Yes | **X** No

If yes, please explain:

Describe your policy for attorneys to request investigative assistance:

If an attorney needs and investigator they need to submit in writing what is being requested and on what case. Once the letter is received from the attorney a determination will be made within seven days and correspondence will be sent to the attorney. If the request was granted then the expert or investigator may submit an invoice for their services to be paid.

Any change in the process from FY20? ☐ Yes | **X** No

If yes, please explain:

How are you tracking requests for experts and investigators by assigned counsel?

By correspondence from attorneys that request them.

Any change in your *funding needs* from FY20 for Standard 3? ☐ Yes | **X** No

If yes, please explain:

Standard 4

Counsel at First Appearance and Other Critical Stages

How are you providing counsel at first appearance and all arraignments in the District Court? And in the Circuit Court (if applicable)? Please provide details:

Any client that is arrested is provided with counsel. During arraignments, the client is able to refuse counsel for further proceedings, ask for court-appointed representation, or choose to hire his or her own counsel. This is the procedure for both District Court and Circuit Court.

How are you providing counsel at all other critical stages? Please provide details:

The client can request to have a court-appointed attorney during arraignment. During that time the judge will determine whether the client has a financial hardship and will appoint counsel for him or her.

How are you calculating compensation for Standard 4? Please provide details:

Attorneys are being paid $100 per hour for all visits and court proceedings if appointed after the arraignment.

Do you have a prison in your County? How is counsel provided to people charged with crimes while incarcerated in the prison? Do you seek reimbursement for the cost of counsel from the Michigan Department of Corrections?

There is no prison in Cheboygan County. If a client is charged with a crime while in prison, he or she will be provided counsel for interview and arraignment. During arraignment the judge will determine whether there is a financial hardship and appoint counsel at that time. We have not requested reimbursement from the Michigan Department of Corrections.

Are there any misdemeanor cases where your court accepts pleas without the defendant appearing before a magistrate or a judge? For example, pleas by mail, over the counter pleas, etc. **X** Yes | ☐ No

Please describe how counsel is offered under these circumstances:

These types of cases are rare. Most times the clients already have counsel. If the client does not have counsel, he or she can request appointed counsel.

Will there be any change from FY20 in this process? ☐ Yes | **X** No

If yes, please explain:

Any change from FY20 in how you are paying attorneys for Standard 4? ☐ Yes | **X** No

If yes, please explain:

Will there be any change from FY20 in your funding needs for this standard?
Yes | X No

If yes, please explain:

Personnel

In the cost analysis please provide detail about all personnel employed by the funding unit. This should include DIRECT SERVICE PROVIDERS (Public Defender Chief, Deputy Chief, Assistant Defenders, and staff of the defender office employed by the system) as well as ANCILLARY STAFF (court clerks, sheriff employees, etc.)

For existing ANCILLARY STAFF are there any personnel positions/hours eliminated, reduced, or increased from FY20? × Yes | ☐ No

If yes, please explain in cost analysis.

Any additional ANCILLARY STAFF positions/hours requested for FY21? X Yes | No

If yes, please explain in cost analysis.

Any change from FY20 in fringe benefits? × Yes | ☐ No

If yes, please explain in the cost analysis. This can include economics, cost of living increases, increased premiums, etc.

Supplies & Other

Please list any supplies or equipment requested, and provide a brief explanation of need or use in FY21.

Supplies: Copy paper, toner or ink for desktop printers and copy machines, envelopes, pens and pencils, file folders, storage boxes, labels, etc.

Equipment: Copier maintenance and postage

Case-related travel expenses (please include the system's policy for reimbursement):

Attorneys will be reimbursed for case related travel expenses at the rate of $.575 per mile. Attorney will have to submit an invoice for total amount of mileage with a copy of a map showing the distance. Mileage will be reimbursed for travel to and from location.

Reimbursement Costs for Creating Plan

An indigent criminal defense system may submit to the MIDC an estimate of the cost of developing a plan and cost analysis for implementing the plan under MCL 780.993(2). Please attach documentation of planning time for FY21, if seeking reimbursement under this provision.

Are you submitting a request for reimbursement of planning costs? ☐ Yes | × No

If yes, do you have receipts showing that non-funding unit employees have been paid? ☐ Yes | ☐ No

What is the amount you are seeking in reimbursement? $_____

Attachments Submitted

- ✓ Have you attached your FY21 cost analysis? × Yes | ☐ No
- ✓ Did you include a list of the attorneys providing services with the cost analysis template? × Yes | ☐ No
- ✓ If applicable, did you attach documentation supporting reimbursement for compliance planning? ☐ Yes | ☐ No

Indigent Defense System Cost Analysis

Grant Year October 1, 2020 - September 2021

Funding Unit Name(s) Cheboygan County DATE SUBMITTED:

Personnel	Position	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
Corrections Officers	Jail Staff	19 hr wk x $24.32 per/hr x 52 wks	24,028.00	12,874.25	11,153.75		24,028.00
Category Summary			24,028.00	12,874.25	11,153.75	0.00	24,028.00

Personnel Jusification - List all positions to be funded by the grant budget (state grant/local share). Please * highlight all positions that are new personnel requests for FY2021 and provide ju justification for need.

Additional staff time needed to move inmates from cells to secure Attorney/Client meeting area. Movement of inmates has occured more than estimated from origianlplan as polycom is being used more frequently..

Fringe Benefits	Percentage		Amount	State Grant	Local Share	Sources	Total
Employer FICA	7.65%	19 hr/week x 52wks	1,838.00		1,838.00		1,838.00
Retirement-Corrections	19.16%	19 hr/week x 52wks	4,604.00		4,604.00		4,604.00
Workers Compensation-Corrections	2.71%	19 hr/week x 52wks	651.00		651.00		651.00
Category Summary	29.52%		7,093.00	0.00	7,093.00	0.00	7,093.00

Fringe Benefits Justification

Additional staff time needed to move inmates from cells to secured Attorney /Clint meeting area. Movement of inmates has occurred more than estimated from original plan as polycom is being used more frequently.

Contractual

Contracts for Attorneys	Services Provided	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
Assigned Counsel	Indigent Defense	$14,192/12month	170,304.00	72,024.00	98,280.00		170,304.00
Assigned Counsel	Initial Interview	$100/hr	22,000.00	11,000.00	11,000.00		21,344.00
Conflict Counsel	Initial Interview	$100/hr	4,800.00	4,800.00			4,800.00
House Counsel	Arraignments	$100/hrx17hr/wkx52	88,400.00	79,998.27	8,401.73		88,400.00
Conflict Counsel	Arraignments and other Critical Stages	$100/hrx4hr/wkx52	20,800.00	20,800.00			20,800.00
Category Summary			306,304.00	188,622.27	117,681.73	0.00	306,304.00

Contract Attorney Justification - list all possible rate scenarios for attorney contracts that apply (i.e. hourly, event based, annual contract paid monthly) and the type work whether generally indigent defense or specific like counsel at first appearance. Please * highlight rates or attorney line requests that are a change from your FY20 approved contract and contract rates.

Contracts for Experts and Investigators	Services Provided	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
Investigators	Investigative Services	$75/hr	4,500.00	4,500.00			
Experts	Expert Services	MIDC Guideline Rate	5,500.00	5,500.00			
Category Summary			10,000.00	10,000.00	0.00	0.00	10,000.00

Experts and Investigators Justification - Provide explanation and justification if there are changes to the requested amounts for experts and investigators from the FY20 approved contract along with an explanation if requesting to adjust the rates from your FY20's approved contract rates.

Contracts for Construction Projects	Services Provided	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Construction	Confidential Space District Court	Estimate	6,250.00	6,250.00			6,250.00
Materials	Confidential Space District Court	Estimate	6,250.00	6,250.00			6,250.00
Category Summary			12,500.00	12,500.00	0.00	0.00	12,500.00

Construction Project Justification - Provide as much detail as possible for the requested contruction project identifying the need for the construction project, the component costs if possilble, whether an estimate or if you were provided a documented quote. Attach a separate document if needed. Please attach the quote to the submission of the application.

Need to complete the secured meeting room for attorney/clients off of theDistrict Court. The project wasnot completed in 2019.The funds were requested in the 2020 budget but due to the Covid-19 Pandemic the project has not been ableto be started. Until the pandemic is over we are unsure when the project can be started. We are asking for the funding in this budget just in casethe project in not completed by the end of the 2020 budget period.

Contracts Other	Services Provided	Calulation	Total	State Grant	Local Share	Other Funding Sources	Total
Review Attorney	compliance reporting review of hours, approval of experts and Investigators	$100 per hour x 150	15,000.00	10,950.00	4,050.00		15,000.00
Category Summary			15,000.00	10,950.00	4,050.00	0.00	15,000.00

Contracts Other Justification - Provide justification for all other contract costs associated with the local indigent defense system with a * highlight to new request for FY21.

Review attorney verifies compliance reporting, review of attorney hours as well as approval of experts and investigators.

Equipment	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Category Summary			0.00	0.00	0.00	0.00	0.00

Equipment Justification - Provide justification for new equipment requests for FY21.

Training/Travel	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Membership Fees	SADO	$50 x 8	400.00	400.00			400.00
Registration Fees	CDAM	$300 x 8	2,400.00	2,400.00			2,400.00
Mileage		$.34/4000 miles	1,360.00		1,360.00		1,360.00
Hotels		$85/night	3,000.00	3,000.00			3,000.00
meals		$44.75/day	1,074.00	1,074.00			1,074.00
Category Summary			8,234.00	6,874.00	1,360.00	0.00	8,234.00

Training and Travel Justification - Provide travel and training justification and *highlight new or changed requests for FY21
Suggested rates for training registration would be $30/hour; SADO membership is $50/year; NAPD membership is $30/year

Required MIDC training.

Supplies/Services	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Copier	Vary		400.00		400.00		400.00
Postage	Cheboygan County		635.00		635.00		635.00
Office Supply- Paper Etc.	Vary		2,000.00		2,000.00		2,000.00
Category Summary			3,035.00	0.00	3,035.00	0.00	3,035.00

Supplies Justification - Provide justification for supplies requests and *highlight new or changed requests for FY21.

Office and supplies needed for operation. Maintenance and supplies for copier.

Budget Total	386,194.00	241,820.52	144,373.48	0.00	386,194.00

Cheboygan County
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Title: Work Share Program Participation-COVID-19	
Summary: Due to COVID-19 the County has experienced a loss in revenue collection of over $40,000 in less than two months. Continue revenue loss is expected throughout the remainder of the 2020 fiscal year. Participation in the Work Share Program-COVID-19 will allow the County to save on payroll cost while providing employee's with compensation to maintain wages. The program allows employers to keep employees working with reduced hours, while employees collect partial unemployment benefits to make up a portion of lost wages. Employees may also be eligible to receive the additional $600.00 per week PUC payment until the end of July. Employee groups would be identified to be placed in the program with a weekly work reduction of approximately five hours per week for up to a 52 week period.	
Financial Impact: Estimated $115,000-$140,000 saving in wages over one year dependent of number of employees enrolled in program.	
Recommendation: Motion to authorize County Administrator to enrolled identified employees in to the Work Share Program for up to 52 weeks.	
Prepared by: Jeffery B. Lawson	**Department:** County Administrator

Cadillac Place • 3024 West Grand Boulevard
Detroit, Michigan 48202
www.michigan.gov/uia

Unemployment Insurance Agency
FACT SHEET

FACT SHEET #156C April 2020

Work Share Program - COVID-19 Updates

Michigan's Work Share program allows employers to keep employees working with reduced hours, while employees collect partial unemployment benefits to make up a portion of the lost wages.

By participating in Work Share, employers can retain trained employees and avoid the expenses of recruiting, hiring, and training new employees.

With the Work share program, unemployment benefits are based on a percentage of the reduced hours of work and pay. The reduction in work hours must result in an equivalent reduction in wages.

Example of the calculation of work share plan Benefit: While weekly benefits rates vary from person to person, if a worker was fully unemployed, their weekly benefit amount would be, for example, $360. Under the Work Share program, a worker whose hours were reduced by 10 percent would receive a Work Share benefit payment of $36 ($360 x 10%) in addition to their wages. Employees participating in Work Share due to COVID 19 are also eligible to receive the Federal Pandemic Unemployment Compensation (PUC) of $600.00 per week in addition to their Work Share benefit.

COVID-19 Program Requirements

Participating employees must have earned a sufficient amount of wages in order to establish an unemployment claim and receive Work Share benefits. The program requires employers to maintain the fringe benefits of participating employees and obtain approval, if necessary, from collective bargaining representatives.

As a result of Executive Order 2020-57, Work Share program eligibility requirements have been expanded. To participate in Work Share:

- All employees in the affected unit must participate in the plan.
- A plan must include a minimum of two employees.
- Plan may be approved for a period of up to 52 consecutive weeks.
- Employee work hours may be reduced by a minimum of 10% up to a maximum 60%
- Work Share does not apply to seasonal, temporary, or intermittent employment.

Employers may have two or more plans covering separate work units. Benefits paid to claimants who are laid off or on leave will not be charged to the employer's account during this time.

Application Process

Employers may file an application online through the Michigan Web Account Manager (MiWAM) at michigan.gov/uia. For more information about Work Share, visit Michigan.gov/workshare or call the Office of Employer Ombudsman at 1-855-484-2636.

UIA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

How to utilize Work Share Program to save your county money in June

May 2020

Work Share Program - Retaining

- Example: Employer A
- Loss of revenue but still operating, wants to keep workforce
  - Term: May-July
  - 100 Workers enrolled
  - Average salary: $50,000 ($962 weekly)
  - Hours/Salary reduced by 60%
    - Employees receive: 40% salary (384.80) + 60% UI state benefit ($217) + $600 federal benefit through July
    - Employee salary: $1,200 weekly
    - Savings to employer compared to full capacity staffing: $692k

CHEBOYGAN COUNTY
WORK PROGRAM EXAMPLE

Employee's work hours would be reduced five hours from 40 to 35 hours per week.

While pay rates vary from person to person, a worker participating in the Work Share Program will receive a percentage of their reduced pay provided by a Work Share benefit and are also eligible if they qualify to receive the Federal Pandemic Unemployment Compensation (PUC) of $600.00 per week until July 28, 2020 in addition to their Work Share benefit.

Employee's pay rate is $19.00 per hour. Regular pay would be $760.00 per week.

Under the Work Share Program until July, 28, 2020 employee would be paid:

35 X $19.00 per hour for time worked $665.00
Work Program Benefit ($362X12.5%) $ 45.25
PUC Benefit $600.00
$1,310.25 per week

If the program is implemented on June 1, 2020 employee would receive $10,482 of pay over eight weeks while on Work Share with PUC Benefit vs $6,080.00 over the same time period working a full 40 hours per week. This equates to $4,402.00 of additional income over the same time period with five hours off per week.

Once Federal PUC benefit expires in August, employee would remain on reduced hours until the $4,402.00 received was balanced out.

After Federal PUC benefit ends:

35X19.00 per hour for time worked $ 665.00
Work Program Benefit ($760X12.5%) $ 45.25
$ 710.25 per week

Employee would remain on Work Share for approximately additional 52 weeks.

Potential County savings for one employee over 52 weeks:

Regular Pay $760.00 per week X 52 weeks= $39,520
County Pay under Work Share 665.00 per week X 52 weeks= $34,580

$4,940 pay savings plus a percentage of benefits.

Note: Employees' pension for Defined Benefit is factored on the last 3-5 years of average earnings and would be affected.