

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: April 10, 2019
RE: *Communications

For the Agenda of April 15, 2019

***Note: This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of April 15, 2019**

FOIA Requests: The most recent FOIA requests & responses are attached for your information; Jack Elliott.

Bureau of Election News. The Michigan Bureau of Elections has provided information regarding Proposal 18-3 and Election Administration Online training.

Educator Advisory Council. Governor Whitmer announced the creation of an Educator Advisory Council.

Certificate of Proclamation. Governor Whitmer has signed a Certificate of Proclamation designating April 2, 2019 as Equal Pay Day.

Governor's Statement on President's Executive Order. Governor Whitmer provided her statement on President Trump's Executive Order Diminishing State Authority under the Clean Water Act.

SOS Review of Branch Offices. Joycelyn Benson provides her observations and recommendations following a tour of 131 branch offices.

Attachments. As noted above.

Diane Lyon

From: Jack [coram_non_judicie@yahoo.com]
Sent: Monday, April 01, 2019 9:16 AM
To: Diane Lyon
Subject: Re: FOIA Request

Hi Diane, I am going to withdraw my request at this time. After reading it again I decided it is to over broad to answer.

Thank You for your Effort

Jack

On Friday, March 29, 2019, 1:02:06 PM EDT, Diane Lyon <DLyon@cityofclare.org> wrote:

Hi Jack,

can you provide a phone number or call me so that I can get further clarification on the documents you'd like to see. The FOIA request itself is extremely expansive so if you can narrow it down to what you actually want versus the "any and all documents, emails, notes, memos, recordings, etc." , it will allow me to limit the costs involved for research, gathering, printing copying for your request. I will be out for lunch from 1:15-2:15 today.

Thank you,

Diane Lyon

City Clerk

202 W. Fifth St.

Clare MI 48617

(989) 386-7541 x 106

(989) 386-4508 Fax

From: Jack [mailto:coram_non_judicie@yahoo.com]
Sent: Friday, March 29, 2019 10:53 AM
To: Diane Lyon
Subject: Re: FOIA Request

Hi Diane, you are right I do not need that information.

Thank You

Jack

On Thursday, March 28, 2019, 3:47:41 PM EDT, Diane Lyon <DLyon@cityofclare.org> wrote:



Hi Jack,

I am wondering if you want all of the rental rehab information as part of your request. The reason I ask is because I have a full bankers box plus 2 binders full of papers for the rental rehab.

Thank you,

Diane Lyon

City Clerk

202 W. Fifth St.

Clare MI 48617

(989) 386-7541 x 106

(989) 386-4508 Fax

From: Michigan Bureau of Elections [MISOS@public.govdelivery.com]
Sent: Monday, April 01, 2019 3:31 PM
To: Diane Lyon
Subject: News Update - Proposal 18-3 Online Course, Reporting Saturday/Sunday Hours, and More

Having trouble viewing this email? [View it as a Web page.](#)



Michigan Bureau of Elections News Update for Election Administrators

April 1, 2019

Proposal 18-3 & Election Administration Online Course



A new course will be assigned to election administrators in the eLearning Center today. This course, [Proposal 18-3 & Election Administration](#), covers the changes to election administration from the passage of Proposal 18-3 in November and subsequent law changes.

This course is required to be completed by all election administrators. The course can be found in your [eLearning Center](#) transcript.

Reporting Saturday and/or Sunday Hours



Any jurisdiction having a May election must report the hours the clerk's office will be open for absentee voting the Saturday and/or Sunday prior to the May election. Law requires the clerk's office to maintain a minimum of eight hours over those two days. The time may be split between Saturday and Sunday or all conducted on one day. This information must be entered in to QVF **no later than Monday, April 8**. This information also must be posted with other township or city postings in a central location.

To enter this information in to QVF:

Select Clerk Contacts from Lookup, select your jurisdiction and tab to the Hours/Location tab. Enter your Business and Pre-Election Weekend Hours and add any Additional

IN THIS ISSUE

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- Reporting Saturday and/or Sunday Hours
- Beware of Phishing Emails
- QVF Refresh Update
- Notice of Registration
- May Voting Instructions Available
- BOE Question of the Week

QVF Refresh Update



Software Release for March 27, 2019

Master Cards & ID Cards. Now can be printed in a csv format from Voter Search, Voter Registration, Print Queue and Inbox. Also added the csv format option for master cards and ID cards in Preferences.

Signature Report. Added options for report output in the Signature Type field to now allow users to filter by the following signature

Registration Locations using the Add Location button if needed. Select Save before exiting.

See [Chapter 11 - Clerk Contacts of the QVF Refresh Manual](#) for further instruction.

This information will be presented under the Election Information Local Clerk tab on the [Michigan Voter Information Center website](#) to assist your voters.

Beware of Phishing Emails



Earlier this week, the EI-ISAC (Elections Infrastructure Information Sharing & Analysis Center) sent out an alert regarding an increase in phishing and credential harvesting attempts specifically targeting the election community. Please stay alert, be wary of links and attachments, and remind your employees to do the same. There is no shame in calling or emailing someone directly to confirm that they meant to send an email. **If you get a phishing email or any other suspicious email, please send it to the ISAC as an attachment: submission@malware.cisecurity.org.**

Some jurisdictions have reported receiving official-looking emails that actually are forged to appear to be from someone else. A phishing attack is often in the form of an email directing you to an official-looking website, link, or attachment. This can make your computer and office network or data vulnerable to malware, spam and additional phishing attacks.

A little diligence and precaution can go a long way to protect yourself and your office. **Before opening** attachments or clicking any links in emails you receive be sure to:

- Check the shown "From:" email address is the actual sending email address [Name@Organization.com](#) versus "<[hacker@spoof.com](#)>" The actual email sender can be forged to look like someone else.
- Displaying the Full email message Header is an easy way to identify phishers. This varies by email program.
- Scrutinize incoming emails for noticeable typos or mistakes.
- Analyze emails that request payment, reference invoices or imply urgency.
- Use spam filters in your email program to put

types: None, Primary, Secondary, Either/Both.

Notice of Registration



The Notice of Registration for the May election must be posted in a newspaper of general circulation by Monday, April 8. This notice was formerly the Close of Registration notice and has different required elements. A [sample Notice of Registration](#) is available in the eLearning Center. Review [Ch. 16 - Election Related Information of the Election Officials' Manual](#) for full requirements.

May Voting Instructions Available



The [Voting Instructions \(What Every Voter Should Know\)](#) have been updated for the May election and include changes for Proposal 18-3. Please print and replace all pages for this election. The Spanish version is out for translation and will be posted soon. Both can be found on the Information for Election Administrator's webpage in the Calendars & Voting Instructions box.

BOE Question of the Week:



Have there been any changes to nominating or qualifying petition forms?

Answer: No. Nominating or qualifying petitions with a revision date of 2015 are the most current version of these petition forms.

Have a question you'd like to see in the Question of the Week? Send it to

unknown senders automatically in spam or junk folders to review later.

- Install and run anti-virus and malware detection software.
- Avoid accessing organizational email on public Wi-Fi connections.

Do not forward suspicious emails to anyone else. Report suspicious activity by saving the email and attaching it to a new email to those who assist you with IT issues, as well as to ISAC as indicated above.

elections@michigan.gov.

Helpful Links



Questions? Please contact the Bureau of Elections at 1-800-292-5973 or elections@michigan.gov.

The Bureau of Elections News Update will always be sent to the Clerk and Deputy Clerk email accounts. If other election administrators would like to receive this newsletter as well use the Subscribe link below to have it sent directly to another email account.

It is recommended that you add misos@govsubscriptions.michigan.gov and MISOS@public.govdelivery.com to your safe senders list.



Questions?
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Diane Lyon

From: Michigan Executive Office of the Governor [mieog@govsubscriptions.michigan.gov]
Sent: Thursday, April 11, 2019 11:01 AM
To: Diane Lyon
Subject: RELEASE: Whitmer Creates Governor's Educator Advisory Council to Give Frontline Educators a Voice in State Education Policy



FOR IMMEDIATE RELEASE

April 11, 2019

Contact: BrownT56@michigan.gov

Whitmer Creates Governor's Educator Advisory Council to Give Frontline Educators a Voice in State Education Policy

LANSING, Mich. -- Today Governor Gretchen Whitmer signed Executive Order 2019-9 to create the Governor's Educator Advisory Council within the Michigan Department of Education, which will consist of 15 voting members appointed by the governor and include individuals representing various roles in Michigan's public education system, including the Michigan Teacher of the Year. The Governor's Educator Advisory Council will advise the governor and make recommendations for legislation relevant to Michigan's public education system.

"Michigan's educators are on the front lines in classrooms every day working to make sure our kids can get a great public education," said **Whitmer**. "By creating the Educator Advisory Council, we can finally give them a seat at the table so they can help develop public school policies that will help our students get the skills they need to compete for good-paying jobs and thrive right here in Michigan."

The Governor's Educator Advisory Council will be responsible for:

- Identifying and analyzing issues impacting the effectiveness of Michigan's public education system;
- Identifying best practices in public education;
- Recommending changes and improvements to our public education system;
- Reviewing and making recommendations regarding legislation relevant to our public education system.

Educators who are interested in seeking an appointment to the Council may apply online at www.michigan.gov/appointments. The deadline for applications is April 19, 2019.

Executive Order 2019-9 is effective upon filing.

To view the full Executive Order, click the link below:

- [EO 2019-9 Governor's Educator Advisory Council .pdf](#)

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STATE OF MICHIGAN



CERTIFICATE OF PROCLAMATION

ON BEHALF OF THE PEOPLE OF MICHIGAN,
I, Gretchen Whitmer, governor of Michigan, do hereby proclaim

April 2, 2019
as
EQUAL PAY DAY

WHEREAS, more than 50 years after the passage of the Equal Pay Act, women in Michigan still earn 78 cents for every dollar their male counterparts earn for the same work, and women of color earn even less; and,

WHEREAS, in 2009 the Lilly Ledbetter Fair Pay Act was signed into law, a step towards employees' fight for equal pay, however, the efforts to close the pay gap are not over, and we now must encourage the passage of the Paycheck Fairness Act, which would amend the Equal Pay Act by closing loopholes and improving the law's effectiveness; and,

WHEREAS, according to *Graduating to a Pay Gap*, a 2012 research report by the American Association of University Women (AAUW), the gender pay gap is evident one year after college graduation, even after controlling for factors known to affect earnings, such as occupation, hours worked, and college major; and,

WHEREAS, according to one estimate, college-educated women working full time earn more than a half million dollars less than their male counterparts over the course of a lifetime; and,

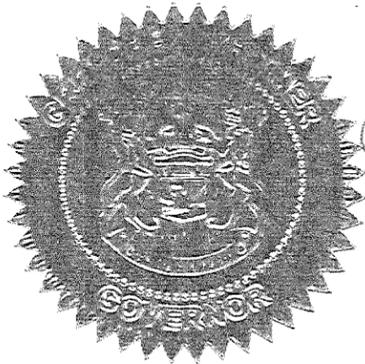
WHEREAS, nearly four in ten mothers are primary breadwinners in their households, and nearly two-thirds are primary or significant earners, making pay equity critical to families' economic security; and,

WHEREAS, a lifetime of lower pay means women have less income to save for retirement and less income counted in a Social Security or pension benefit formula; and,

WHEREAS, fair pay strengthens the security of families today and eases future retirement costs while enhancing the American economy; and,

WHEREAS, Tuesday, April 2nd symbolizes the time in 2019 when the wages paid to American women catch up to the wages paid to men from the previous year; and,

NOW, THEREFORE, I, Gretchen Whitmer, governor of Michigan, do hereby proclaim Tuesday, April 2, 2019, as Equal Pay Day in Michigan.



Handwritten signature of Gretchen Whitmer in cursive script.

Gretchen Whitmer
Governor



Diane Lyon

From: Michigan Executive Office of the Governor [mieog@govsubscriptions.michigan.gov]
Sent: Wednesday, April 10, 2019 5:40 PM
To: Diane Lyon
Subject: RELEASE: Gov. Whitmer Statement on President Trump's Executive Order Diminishing State Authority under the Clean Water Act



FOR IMMEDIATE RELEASE

April 10, 2019

Contact: BrownT56@michigan.gov

Gov. Whitmer Statement on President Trump's Executive Order Diminishing State Authority under the Clean Water Act

LANSING, Mich. -- Today Gov. Gretchen Whitmer released the following statement in response to news that President Trump signed an Executive Order that will diminish state authority under Section 401 of the Clean Water Act:

"The Great Lakes remain one of our most vital economic and ecological resources in the United States. Instead of reinforcing the growing need for environmental protection and clean water, President Trump's executive order adversely impacts states' ability to enforce water quality standards. This order seriously damages the division of state and federal authorities established in the Clean Water Act.

"Every Michigander deserves safe, clean drinking water, and I will continue to work towards protecting public health and our environment. Obstacles like this executive order will not slow down the critical work that is taking place here in Michigan."

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Diane Lyon

From: Michigan Secretary of State [MISOS@govsubscriptions.michigan.gov]
Sent: Thursday, April 11, 2019 11:33 AM
To: Diane Lyon
Subject: NEWS RELEASE: Secretary Benson releases report on observations, recommendations from tour of 131 branch offices



FOR IMMEDIATE RELEASE

April 11, 2019

Contact: Shawn Starkey

StarkeyS@Michigan.gov

Secretary Benson releases report on observations, recommendations from tour of 131 branch offices

Secretary of State Jocelyn Benson today released a report on her observations and recommendations upon completing a tour of all 131 secretary of state branch offices in Michigan.

At a news conference at Cadillac Place in Detroit, Benson spoke about visiting all branch offices in Michigan's 83 counties and talking with customers and employees about how to improve service and shorten wait times for Michigan residents.

"Every Michigan resident deserves efficient access to state services," Benson said. "We are ready and determined to rebuild a system of delivering services that is modern and effective. Michigan's hard-working residents and our employees deserve no less."

Benson's recommendations fall under these headings:

- Upgrade online services and communications.
- Provide targeted support to the highest volume customers.
- Revamp self-service kiosks to ensure reliable service.
- Review internal policies and pursue legislative reforms.
- Create a culture of support for staff.
- Improve the physical environment of offices.
- Expand features that work and restructure those that don't.
- Look for opportunities to continuously streamline operations.
- Encourage customer and employee feedback.

The full report is available [here](#).

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