

INGHAM COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING – 6:30 P.M.
COMMISSIONERS ROOM, COURTHOUSE
MASON, MICHIGAN

JUNE 11, 2019

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM **MAY 28, 2019**
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
 1. AN EMAIL FROM **ELIZABETH HERTEL** RESIGNING FROM THE INGHAM COMMUNITY HEALTH CENTER
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS
- X. CONSIDERATION OF CONSENT AGENDA
- XI. COMMITTEE REPORTS AND RESOLUTIONS
 2. COUNTY SERVICES COMMITTEE - RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE **PERMITS** FOR THE INGHAM COUNTY ROAD DEPARTMENT
 3. COUNTY SERVICES COMMITTEE - RESOLUTION TO **AMEND RESOLUTION #19-173**
 4. COUNTY SERVICES COMMITTEE - RESOLUTION REVISING THE **BOARD RULES**
 5. COUNTY SERVICES COMMITTEE - RESOLUTION **RESCINDING RESOLUTION #06-292** REQUIRING CERTAIN ADVISORY BOARDS, COMMISSIONS, AND COMMITTEES THAT EVALUATE EMPLOYEES TO SUBMIT THE EVALUATIONS TO THE INGHAM COUNTY BOARD OF COMMISSIONERS
 6. COUNTY SERVICES COMMITTEE - RESOLUTION **REAFFIRMING RESOLUTION #06-115** TO ESTABLISH A POLICY ON THE COUNTY ORIENTATION OF COUNTY APPOINTEES TO CERTAIN BOARDS, COMMISSIONS, AND COMMITTEES

7. COUNTY SERVICES COMMITTEE - RESOLUTION ESTABLISHING AN INTERVIEW PROCESS FOR MAKING [APPOINTMENTS TO ADVISORY BOARDS/COMMISSIONS](#)
8. COUNTY SERVICES COMMITTEE - RESOLUTION MAKING AN APPOINTMENT TO THE [POTTER PARK ZOO BOARD](#)
9. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE A TWO-YEAR EXTENSION TO THE CONTRACT WITH THE STATE OF MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS) FOR THE ACCESS AND USE OF THE MICHIGAN CENTRALIZED BIRTH CERTIFICATION SYSTEM ([MiCBCS](#))
10. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO ACCEPT AN [ULTRASOUND DONATION](#) FROM THE POTTER PARK ZOOLOGICAL SOCIETY
11. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE THE [REORGANIZATION](#) OF POTTER PARK ZOO
12. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO APPROVE LETTER OF UNDERSTANDING WITH THE CCLP SUPERVISORY OFFICERS UNIT REGARDING ADJUSTMENT OF THE 2018 BASE SALARY SCHEDULE FOR THE POSITION OF [CAPTAIN](#)
13. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION SUPPORTING THE INGHAM COUNTY CULTURAL DIVERSITY COMMITTEE'S FIRST ANNUAL INGHAM COUNTY'S [UNITY IN THE COMMUNITY](#)
14. HUMAN SERVICES COMMITTEE - RESOLUTION MAKING AN APPOINTMENT TO THE [YOUTH COMMISSION](#)
15. HUMAN SERVICES COMMITTEE - RESOLUTION MAKING AN APPOINTMENT TO THE [COMMUNITY HEALTH CENTER BOARD](#)
16. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE AN EXTENSION TO THE INTER-LOCAL AGREEMENT WITH MID STATE HEALTH NETWORK ([MSHN](#))
17. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AMEND STAFFING SERVICES AGREEMENT WITH [CROSS COUNTRY](#)
18. LAW & COURTS AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE A CONTRACT WITH [NORTHWEST INITIATIVE](#) FOR DAY REPORTING SERVICES AND SENTINEL, INC. FOR ELECTRONIC MONITORING SERVICES AS AUTHORIZED BY THE JUSTICE MILLAGE

19. LAW & COURTS AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE SUBMISSION OF A GRANT APPLICATION AND ENTERING INTO A CONTRACT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS FOR INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS AND ENTERING INTO [PROGRAM SUBCONTRACTS FOR FY 2019-2020](#)

XII. SPECIAL ORDERS OF THE DAY

XIII. PUBLIC COMMENT

XIV. COMMISSIONER ANNOUNCEMENTS

XV. CONSIDERATION AND ALLOWANCE OF CLAIMS

XVI. ADJOURNMENT

THE COUNTY OF INGHAM WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS INTERPRETERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING FOR THE VISUALLY IMPAIRED, FOR INDIVIDUALS WITH DISABILITIES AT THE MEETING UPON FIVE (5) WORKING DAYS NOTICE TO THE COUNTY OF INGHAM. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY OF INGHAM IN WRITING OR BY CALLING THE FOLLOWING: INGHAM COUNTY BOARD OF COMMISSIONERS, P.O. BOX 319, MASON, MI 48854, 517-676-7200.

PLEASE TURN OFF CELL PHONES AND OTHER ELECTRONIC DEVICES OR SET TO MUTE OR VIBRATE TO AVOID DISRUPTION DURING THE MEETING

FULL BOARD PACKETS ARE AVAILABLE AT: www.ingham.org

MAY 28, 2019 REGULAR MEETING

Board of Commissioners Room – Courthouse
Mason, Michigan – 6:30 p.m.
May 28, 2019

CALL TO ORDER

Chairperson Crenshaw called the May 28, 2019 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Crenshaw, Celentino, Grebner, Maiville, Morgan, Naeyaert, Polsdofer, Sebolt, Slaughter, Stivers, Tennis and Trubac

Members Absent: Koenig (arrived at 6:35 p.m.), Schafer

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Crenshaw asked Treasurer Eric Schertzing to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

Chairperson Crenshaw asked those present to remain standing for a moment of silence or prayer.

APPROVAL OF THE MINUTES

Commissioner Slaughter moved to approve the minutes of the May 14, 2019 meeting. Commissioner Morgan supported the motion.

The motion to approve the minutes carried unanimously. Absent: Commissioners Koenig and Schafer

ADDITIONS TO THE AGENDA

Chairperson Crenshaw stated that without objection, a substitute for Agenda Item No. 23 - Resolution to Accept Funding from MDHHS for Child Adolescent Expanded Mental Health would be added to the agenda.

PETITIONS AND COMMUNICATIONS

INGHAM COUNTY E911 TECHNICAL SURCHARGE POOL FINANCIAL STATEMENTS FOR THE PERIOD JANUARY 1, 2018 THROUGH MAY 4, 2018. Chairperson Crenshaw referred the letter to the Law & Courts Committee.

INGHAM COUNTY DRAIN COMMISSIONER NOTICE OF PUBLIC HEARING OF APPORTIONMENT. Chairperson Crenshaw placed the notice on file.

MAY 28, 2019 REGULAR MEETING

RESOLUTION NO. 19-12 FROM THE WEXFORD COUNTY BOARD OF COMMISSIONERS REGARDING FUNDING THE GREAT LAKES RESTORATION INITIATIVE. Chairperson Crenshaw placed the notice on file.

CAPITAL AREA DISTRICT LIBRARIES 2018 ANNUAL REPORT. Chairperson Crenshaw received the report and placed it on file.

RESOLUTION NO. 2019-94 FROM THE BAY COUNTY BOARD OF COMMISSIONERS REGARDING OPPOSITION TO THE 2020 EDUCATION BUDGET PROPOSAL. Chairperson Crenshaw placed the notice on file.

RESOLUTION NO. 2019-109 FROM THE BAY COUNTY BOARD OF COMMISSIONERS REGARDING THE CONTINUATION OF CONSTRUCTION OF THE NEW STATE PSYCHIATRIC HOSPITAL ON THE GROUNDS OF THE CURRENT CARO CENTER IN TUSCOLA COUNTY. Chairperson Crenshaw placed the notice on file.

PRELIMINARY STATE EQUALIZATION REPORT FOR THE 2019 TAX YEAR. Chairperson Crenshaw placed the report on file.

LIMITED PUBLIC COMMENT

Scott Duimstra, Capital Area District Libraries Executive Director, gave a presentation on the Capital Area District Libraries 2018 Annual Report.

Commissioner Koenig arrived at 6:35 p.m.

Sheriff Scott Wriggelsworth, gave an update on the status of the evidence room project. He stated that of 436 weapons, all but 16 were accounted for.

Sheriff Wriggelsworth stated that 230 of the weapons no longer needed to be retained and had been taken to the Michigan State Police to be destroyed. He further stated that the 16 weapons with no known case association would also be destroyed.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Naeyaert moved to adopt a consent agenda consisting of all action items except Agenda Item Nos. 6, 7, 8, 9 and 11. Commissioner Maiville supported the motion.

The motion carried unanimously. Absent: Commissioner Schafer

MAY 28, 2019 REGULAR MEETING

Those agenda items that were on the consent agenda were adopted by unanimous roll call vote. Absent: Commissioner Schafer

Items voted on separately are so noted in the minutes.

DRAFT

MAY 28, 2019 REGULAR MEETING

**ADOPTED – MAY 28, 2019
AGENDA ITEM NO. 5**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING AN APPOINTMENT TO THE WOMEN'S COMMISSION

RESOLUTION # 19 – 224

WHEREAS, several vacancies exist on the Ingham County Women's Commission; and

WHEREAS, the County Services Committee interviewed applicants interested in serving on the Committee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoint:

Lauren Lahie, 136 Reniger Court, East Lansing, 48823

to the Ingham County Women's Commission to a term expiring December 31, 2021.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 05/21/2019**

Adopted as part of a consent agenda.

MAY 28, 2019 REGULAR MEETING

**ADOPTED – MAY 28, 2019
AGENDA ITEM NO. 6**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING ZOE MCCLINTIC
AS THE THIRD PLACE WINNER OF THE 2019 INGHAM COUNTY WOMEN’S COMMISSION
DORIS CARLICE ESSAY CONTEST**

RESOLUTION # 19 – 225

WHEREAS, the Ingham County Women’s Commission created the 2019 Doris Carlice Essay Contest open to students in 9th-12th grade; and

WHEREAS, the official topic for the contest read, “Today, students do not always feel safe. What does ‘safe’ mean? How can our community and schools make you feel safe? How can you make others feel safe?”; and

WHEREAS, it is important for young people in Ingham County to identify issues that are important to them and to empower themselves and others to raise awareness, participate, and make changes within their communities; and

WHEREAS, Zoe McClintic explained in her essay the realities of safety in our schools today and what students, fellow peers, and others can do to make their community and surroundings safer.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners joins the Ingham County Women’s Commission in honoring Zoe McClintic for her 3rd place essay.

BE IT FURTHER RESOLVED, that the Board of Commissioners wish Zoe McClintic success in all of her future endeavors.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 05/21/2019**

This resolution was adopted. The minutes for which are stated in Agenda Item No. 8.

MAY 28, 2019 REGULAR MEETING

**ADOPTED – MAY 28, 2019
AGENDA ITEM NO. 7**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING OLIVIA KINNEY
AS THE SECOND PLACE WINNER OF THE 2019 INGHAM COUNTY WOMEN’S COMMISSION
DORIS CARLICE ESSAY CONTEST**

RESOLUTION # 19 – 226

WHEREAS, the Ingham County Women’s Commission created the 2019 Doris Carlice Essay Contest open to students in 9th-12th grade; and

WHEREAS, the official topic for the contest read, “Today, students do not always feel safe. What does “safe” mean? How can our community and schools make you feel safe? How can you make others feel safe?”; and

WHEREAS, it is important for young people in Ingham County to identify issues that are important to them and to empower themselves and others to raise awareness, participate, and make changes within their communities; and

WHEREAS, Olivia Kinney has explained in her essay the realities of safety in our schools today and what students, fellow peers, and others can do to make their community and surroundings safer; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners joins the Ingham County Women’s Commission in honoring Olivia Kinney for her 2nd place essay.

BE IT FURTHER RESOLVED, that the Board of Commissioners wish Olivia Kinney success in all of her future endeavors.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 05/21/2019**

This resolution was adopted. The minutes for which are stated in Agenda Item No. 8.

MAY 28, 2019 REGULAR MEETING

**ADOPTED – MAY 28, 2019
AGENDA ITEM NO. 8**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING CAMILLE SHUSTER
AS THE FIRST PLACE WINNER OF THE 2019 INGHAM COUNTY WOMEN’S COMMISSION
DORIS CARLICE ESSAY CONTEST**

RESOLUTION # 19 – 227

WHEREAS, the Ingham County Women’s Commission created the 2019 Doris Carlice Essay Contest open to students in 9th-12th grades; and

WHEREAS, the official topic for the contest read, “Today, students do not always feel safe. What does ‘safe’ mean? How can our community and schools make you feel safe? How can you make others feel safe?”; and

WHEREAS, it is important for young people in Ingham County to identify issues that are important to them and to empower themselves and others to raise awareness, participate, and make changes within their communities; and

WHEREAS, Camille Shuster has explained in her essay the realities of safety today in our schools and what students, their peers, and others can do to make their community and surroundings safer.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners joins the Ingham County Women’s Commission in honoring Camille Shuster for her 1st place essay.

BE IT FURTHER RESOLVED, that the Board of Commissioners wish Camille Shuster success in all of her future endeavors.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 05/21/2019**

Commissioner Celentino moved to adopt Agenda Item Nos. 6, 7, 8. Commissioner Koenig supported the motion.

The motion carried unanimously. Absent: Commissioner Schafer

Commissioner Stivers read the resolution.

Commissioner Stivers introduced the Third Place Winner, Zoe McClintic.

Commissioner Stivers introduced the Second Place Winner, Olivia Kinneyas.

Commissioner Stivers introduced the First Place Winner, Camille Shuster.

MAY 28, 2019 REGULAR MEETING

**ADOPTED – MAY 28, 2019
AGENDA ITEM NO. 9**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RECOGNIZE MAY 30 - JUNE 5, 2019 AS “OUR HOMES, OUR VOICES”
NATIONAL HOUSING WEEK OF ACTION IN INGHAM COUNTY**

RESOLUTION # 19 – 228

WHEREAS, affordable housing is defined as spending no more than 30% of one’s income on rent/mortgage and utilities combined; and

WHEREAS, nationally, the United States is facing an affordable housing crisis; and

WHEREAS, in Michigan, 70% of low-income renters sacrifice other basic needs such as food and medication to pay rent; and

WHEREAS, only 37 affordable units are available for every 100 low-income renters in Michigan; and

WHEREAS, in Ingham County, the average renter’s wage of \$13.02 an hour does not provide enough income to afford the fair market value of a two-bedroom apartment, which is listed at \$876 a month; and

WHEREAS, in Ingham County, 5,783 people experienced homelessness in 2017; and

WHEREAS, over 1,100 of those experiencing homelessness in 2017 were children; and

WHEREAS, women headed 70% of single-parent households experiencing homelessness in 2017; and

WHEREAS, the Michigan Coalition Against Homelessness is dedicated to providing support to those experiencing homelessness and to educate the population about the issues surrounding homelessness in Michigan; and

WHEREAS, the “Our Homes, Our Voices” campaign is an effort to address the need for affordable housing on a national level and the need for additional funding for affordable housing programs; and

WHEREAS, the Michigan Coalition Against Homelessness is participating in the “Our Homes, Our Voices” campaign in order to raise awareness in our state.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners and the Ingham County Women’s Commission join the Michigan Coalition Against Homelessness in recognizing the need for affordable housing in Ingham County and participate in the “Our Homes, Our Voices” national week of action.

MAY 28, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners joins the Ingham County Women's Commission in recognizing May 30 - June 5, 2019, as "Our Homes, Our Voices" National Housing Week of Action in Ingham County.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 05/21/2019**

Commissioner Celentino moved to adopt the item. Commissioner Naeyaert supported the motion.

The motion carried unanimously. Absent: Commissioner Schafer

Commissioner Stivers read the resolution and presented it to Naomi Glogower, Women's Commission Member.

Chairperson Crenshaw asked for details about the essay contest.

Ms. Glogower gave a brief history of the essay contest. She stated that the essay topic for this year was chosen to allow students an opportunity to voice their opinions on what safety means to them and how schools could be made safer.

Chairperson Crenshaw thanked the Women's Commission members for their service and for providing an opportunity for youth in the community to express themselves.

MAY 28, 2019 REGULAR MEETING

**ADOPTED – MAY 28, 2019
AGENDA ITEM NO. 10**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS
FOR THE INGHAM COUNTY ROAD DEPARTMENT**

RESOLUTION # 19 – 229

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of the their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated May 7, 2019 as submitted

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 05/21/2019**

Adopted as part of a consent agenda.

INGHAM COUNTY ROAD DEPARTMENT

DATE May 7, 2019

LIST OF CURRENT PERMITS ISSUED

ROW PERMIT#	APPLICANT/ CONTRACTOR	WORK	LOCATION	CITY/ TWP	SECTION
2019-167	ZAYO GROUP	MISCELLANEOUS	VARIOUS	STOCKBRIDGE	
2019-174	MERIDIAN TOWNSHIP	SPECIAL EVENT	VARIOUS	MERIDIAN	
2019-175	JERRY BLAMER	LAND DIVISION	STILLMAN RD & EVERY RD	ALAEIDON	3
2019-183	CONSUMERS ENERGY	GAS	SHERWOOD RD & RODEO TR	WILLIAMSTOWN	21
2019-184	CONSUMERS ENERGY	GAS	HILLCREST AVE & KENMORE DR	MERIDIAN	21
2019-185	CONSUMERS ENERGY	ELECTRIC / UG	HULL RD & KIPP RD	VEVAY	16
2019-186	CONSUMERS ENERGY	GAS	LIVEOAK TR & WILLIAMSTON RD	WILLIAMSTOWN	26
2019-187	CONSUMERS ENERGY	GAS	HATHAWAY ST & WASHTENAW ST	LANSING	18
2019-189	CONSUMERS ENERGY	GAS	MITCHEL AVE & WAVERLY RD	LANSING	7
2019-190	CONSUMERS ENERGY	GAS	VAN ATTA RD & PIPER RD	MERIDIAN	13
2019-191	RICHARD & MARY BISSELL	LAND DIVISION	POTTER RD & DEXTER TR	INGAHM	32
2019-192	SPOONER FAMILY TRUST	LAND DIVISION	MERIDIAN RD & HOLT RD	WHEATFIELD	18
2019-194	SCARLETT EXCAVATING	SANITARY	NEWTON RD & SAGINAW ST	MERIDIAN	4
2019-195	DAN THOMAS LAWN SPRINKLER CO	MISCELLANEOUS	VARIOUS	VARIOUS	
2019-119	CONSUMERS ENERGY	ELECTRIC/UG	MONROE ST	DELHI	15
2019-213	CONSUMERS ENERGY	GAS/BORE	SHERWOOD RD	WILLIAMSTOWN	21

MANAGING DIRECTOR: _____

Introduced by the County Services and Finance Committees

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION MAKING LIMITED TAX PLEDGE FOR
INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY SERIES 2019 NOTE**

RESOLUTION # 19 – 230

At a regular meeting of the Board of Commissioners of the County of Ingham, State of Michigan (the "Board of Commissioners"), held on the 28th day of May, 2019.

PRESENT: Crenshaw, Celentino, Grebner, Koenig, Maiville, Morgan, Naeyaert, Polsdofer, Sebolt, Slaughter, Stivers, Tennis, Trubac

The following resolution was offered by Commissioner Celentino and seconded by Commissioner Grebner:

WHEREAS, the Ingham County Land Bank Fast Track Authority ("the Authority") is in need of funds in an amount not to exceed \$5,000,000 to pay the costs of acquiring, developing, improving, using, assembling and disposing of tax-foreclosed and other distressed property, including necessary administrative and operational costs related thereto ("Project Costs") in accordance with the provisions of the Land Bank Fast Track Act; Act 258, Public Acts of Michigan, 2003 ("Act 258"), to foster the development of that property and promote economic growth; and

WHEREAS, the Authority is authorized pursuant to section 24 of Act 258 to borrow money and issue its note for such purpose; and

WHEREAS, on April 25, 2019, the Board of Directors of the Authority adopted a resolution (the "Authority Resolution") authorizing the issuance of its Series 2019 Note in the aggregate principal amount not to exceed \$5,000,000 (the "Note") to pay Project Costs; and

WHEREAS, to enable the Authority to sell the Note to PNC Bank, National Association upon the terms set forth in the Authority Resolution, it is necessary that the Board of Commissioners make a limited tax pledge in support of the Note; and

WHEREAS, the Board of Commissioners, by a majority vote, may make a limited tax pledge to support the Note pursuant to section 24(2) of Act 258.

BE IT RESOLVED by the Board of Commissioners of the County of Ingham, State of Michigan, as follows:

1. The Board of Commissioners hereby makes its full faith and credit limited tax pledge to support the Note in accordance with the terms of the Authority Resolution. In the event and to the extent that the net

revenues of the Authority are not sufficient to pay the principal of and interest on the Note, such principal and interest are payable as a first budget obligation of the County of Ingham (the "County") from its general funds. The ability of the County to raise such funds is subject to applicable constitutional and statutory limitations on the taxing power of the County.

2. The Chairperson of the Board of Commissioners, the County Treasurer and the County Clerk are hereby authorized to do all things necessary to effectuate the pledge made by this resolution. The County Clerk is hereby directed to deliver a certified copy of this resolution to the Authority.

3. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

YEAS: Crenshaw, Celentino, Grebner, Koenig, Maiville, Morgan, Naeyaert, Polsdofer, Sebolt, Slaughter, Stivers, Tennis, Trubac

NAYS: None

ABSENT: Schafer

A majority of the members of the Board of Commissioners of the County of Ingham having voted therefore, the resolution of the Board of Commissioners was adopted.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** Tennis **Approved 05/22/2019**

STATE OF MICHIGAN)
)ss
COUNTY OF INGHAM)

I hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Board of Commissioners of the County of Ingham, State of Michigan held on the 28th day of May, 2019, the original of which resolution is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

Clerk
County of Ingham

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO RADTECH X-RAY

RESOLUTION # 19 – 231

WHEREAS, the Potter Park Zoo is an accredited member of the Association of Zoos and Aquariums (AZA) and must meet standards established by the association; and

WHEREAS, AZA standard 1.4.7 and 2.0.4 require animal x-rays be stored as part of the permanent animal record; and

WHEREAS, the computer and software used by the Zoo must be replaced to allow for regular software updates and backups of the Zoo's x-rays on the County network; and

WHEREAS, the Zoo Veterinarian and IT department confirmed with Radtech X-ray that the computer must be purchased from Radtech X-ray in order to have the necessary software installed; and

WHEREAS, the County IT department confirmed once the new hardware is in place the computer will be placed back on the County network and as such backups and updates will occur keeping the zoo in compliance with this AZA standard; and

WHEREAS, Radtech X-ray is the only veterinary radiology company in the Midwest to sell this product.

THEREFORE BE IT RESOLVED, the Board of Commissioners hereby authorizes issuing a Purchase Order to Radtech X-ray in an amount not to exceed \$4,900.00.

BE IT FURTHER RESOLVED, the Board Chairperson is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE CITY OF LANSING FOR THE
STORM WATER QUALITY STUDY AT POTTER PARK ZOO**

RESOLUTION # 19 – 232

WHEREAS, the City and the County have identified a joint interest in a storm water study conducted in and around Potter Park Zoo; and

WHEREAS, in 2012, the Michigan Department of Environmental Quality (DEQ) issued the Total Maximum Daily Load (TMDL) for *E. coli* in portions of the Red Cedar River and Grand River Watersheds because these water bodies are federally-listed as not meeting Water Quality Standards; and

WHEREAS, in the Source Assessment of the TMDL, the document specifies storm water runoff from the Potter Park Zoo as a source of *E. coli* to the Red Cedar River, while citing animal waste from waterfowl and zoo animals as the specific source of the contaminants; and

WHEREAS, the DEQ, Water Quality Division, is requiring correction of the adverse site conditions from both the City of Lansing and the Ingham County Drain Commissioner's Office through their respective National Pollutant Discharge Elimination System (NPDES) Permits that authorize storm water discharges from their Municipal Separate Storm Sewer Systems (MS4s); and

WHEREAS, the City's Public Service Department has secured funding assistance through a federal grant program, the Planning Assistance to States (PAS) Program, for the conducting of a study to assess pathogen sources at the site and recommend alternatives for mitigating these pathogens in the storm water runoff from the site; and

WHEREAS, the total cost of the study is \$120,000 of which \$60,000 will be paid by the PAS program and \$30,000 paid by the City of Lansing; and

WHEREAS, the County or Zoo portion of the cost is \$30,000 and would be paid from the Zoo Fund Balance, which has \$730,216 of spendable funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with the City of Lansing for the storm water quality study at Potter Park Zoo for an amount not to exceed \$30,000.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH LJ TRUMBLE BUILDERS, LLC. FOR
IMPROVEMENTS TO THE FOUR HORSE BARNs AT THE FAIR GROUNDS**

RESOLUTION # 19 – 233

WHEREAS, the four horse barns at the Fair Grounds are in need of improvements; and

WHEREAS, it is the recommendation of both the Facilities Department and Fair to enter into an agreement with LJ Trumble Builders, LLC., a registered local vendor who submitted the lowest responsive and responsible bid of \$219,800.00, to make improvements to the four horse barns; and

WHEREAS, the Facilities Department would like to ask for a \$10,000.00 contingency for any unforeseen circumstances that may arise with this type of project as well as to be sure that we are up to code; and

WHEREAS, funds for this project are available within the approved CIP Line Item # 561-76900-974000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with LJ Trumble Builders, LLC., 6580 Aurelius Road, Lansing, Michigan, 48911, for the improvements to the four horse barns at the Fair Grounds for an amount not to exceed \$229,800.00 which includes a \$10,000.00 contingency.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT RENEWAL WITH RNA FACILITIES
MANAGEMENT FOR JANITORIAL SERVICES AT SEVERAL COUNTY FACILITIES**

RESOLUTION # 19 – 234

WHEREAS, Ingham County currently has a contract with RNA Facilities Management for janitorial services;
and

WHEREAS, the current contract will expire on July 31, 2019; and

WHEREAS, a two year renewal option was included in the contract and the Facilities Department would like to
exercise a one year renewal; and

WHEREAS, RNA facilities Management has agreed to hold their current hourly billing rate plus the living
wage increase as stipulated in the current agreement; and

WHEREAS, funds are available in the appropriate 931100 maintenance contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a one year
contract renewal with RNA Facilities Management, 717 West Ellsworth Road, Ann Arbor, Michigan, 48108,
for the janitorial services at several county facilities.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson
to sign any necessary documents that are consistent with this resolution and approved as to form by the County
Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT RENEWAL WITH TEACHOUT SECURITY
FOR UNIFORMED UNARMED SECURITY GUARD SERVICES AT
SEVERAL COUNTY FACILITIES**

RESOLUTION # 19 – 235

WHEREAS, Ingham County currently has a contract with Teachout Security for uniformed unarmed guard services; and

WHEREAS, the current contract will expire on July 31, 2019; and

WHEREAS, a two year renewal option was included in the contract and the Facilities Department would like to exercise a one year renewal; and

WHEREAS, Teachout Security has agreed to hold their current hourly billing rate plus the living wage increase as stipulated in the current agreement; and

WHEREAS, funds are available in the appropriate 931100 maintenance contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a one year contract renewal with Teachout Security, regional office located at 6920 South Cedar Street Suite 11, Lansing, Michigan, 48911, and corporate offices at 2348 Stone Bridge Drive Flint, Michigan 48532 for the uniformed unarmed security guard services at several county facilities.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AWARD A CONSTRUCTION CONTRACT FOR
WATERBORNE PAVEMENT MARKINGS AND COLD PLASTIC COMMON TEXT & SYMBOLS
TO M&M PAVEMENT MARKINGS, INC., GRAND BLANC, MICHIGAN FOR BID PACKET #81-19**

RESOLUTION # 19 – 236

WHEREAS, the Ingham County Purchasing Department solicits unit prices annually for a vast array of contractor applied pavement markings, on behalf of the Road Department; and

WHEREAS, the Road Department uses the bid unit prices and estimated quantities to determine and recommend a contractor to perform the work; and

WHEREAS, a request for proposals was issued and the following three responsive bids were received to provide the contractor applied pavement markings:

M&M Pavement Marking, Inc.	\$416,267.00
JV Contracting, Inc.	\$450,671.25
P. K. Contracting, Inc.	\$454,400.00

WHEREAS, the Road Department recommends that the Board of Commissioners accept the unit price bid results for Waterborne Pavement Markings and Cold Plastic Common Text & Symbols and authorizes a contract with the most responsive low bidder, which is M&M Pavement Markings, Inc., Grand Blanc, Michigan. They were the low bidder and submitted unit prices that, when applied to the estimated quantities, totaled \$416,267.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with M&M Pavement Markings, Inc., Grand Blanc, Michigan, to provide Countywide Waterborne Pavement Markings and Cold Plastic Common Text & Symbols for a total estimated cost of \$416,267.00.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the County Services Committee and the Finance Committee of the:

**RESOLUTION TO APPROVE AMENDMENTS TO THE
2019 MANAGERIAL AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL**

RESOLUTION # 19 – 237

WHEREAS, the Managerial and Confidential Employee Steering Committee met and discussed the 2019 Managerial and Confidential Employee Personnel Manual; and

WHEREAS, the Steering Committee recommended changes to the current 2019 Managerial and Confidential Employee Personnel Manual.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners approves the following recommended amendments, as proposed by the Managerial and Confidential Employee Steering Committee, to the current 2019 Managerial and Confidential Employee Personnel Manual:

1. Change in language under section M. Vacations: increase maximum vacation accrual cap to four hundred fifty (450) hours from three hundred eighty (380) hours for employee use and retain the maximum vacation accrual cap of three hundred eighty (380) hours for payout at termination of service.
2. (NEW) Appendix A. Other Specific Managerial Benefits. 5. Assistant Public Defenders. Provide for on-call pay of \$214 per day for the First Appearance of Counsel program retroactive to the first day of the program in April 2019.

BE IT FURTHER RESOLVED, that the Managerial and Confidential Employee Personnel Manual as amended will be effective upon approval by the Board of Commissioners and shall expire on December 31, 2019.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

M. VACATIONS

1. Employees who have completed at least six (6) months of continuous service are eligible for compensated annual leave. Following six (6) months of employment, an employee may apply to use any credited vacation hours, but vacation hours may not be used prior to the payroll period in which they are earned according to the vacation schedule below. An employee's vacation credit accumulation rate shall be based upon the length of continuous service, and the amount of vacation leave earned each payroll period by each full time employee shall be according to the following schedule. This schedule shall apply to full-time employees in the confidential classification of Court Officer/Research Clerks, hired prior to January 1, 2015 (date of integration into MC group):

<u>Years of Continuous Service</u>	<u>Hours Earned Each Fully Compensated Payroll Period</u>	
1	3.384	(88)
2	3.693	(96)
3	4.000	(104)
4 thru 8	4.923	(128)
9	5.231	(136)
10 thru 14	5.846	(152)
15 thru 19	6.492	(168)
20 and over	6.769	(176)

The amount of vacation leave earned each payroll period by each full time employee hired on or after January 1, 2013 shall be according to the following schedule:

<u>Years of Continuous Service</u>	<u>Hours Earned Each Fully Compensated Payroll Period</u>	
1	3.076	(80)
2	3.384	(88)
3	3.693	(96)
4 thru 8	4.615	(120)
9	5.231	(136)
10 thru 14	5.846	(152)
15 thru 19	6.492	(168)
20 and over	6.769	(176)

2. Part-time employees who work less than full-time but at least half-time (twenty (20) hours per week) shall accrue vacation leave at one-half ($\frac{1}{2}$) the rate of full-time employees and three quarter time employees who work thirty (30) to thirty-nine (39) hours per week shall accrue vacation leave at 75% of the rate of full-time employees.

3. Proration.

(a) Effective the first full pay period of April, 2010, the accrual rates in Subsection (1) of this Article are based upon a full-time employee being on the active payroll and compensated for all of the payroll period. Being on the active payroll and compensated means receiving wages, or on paid leave, such as paid sick leave, holidays, vacation, compensatory leave, county paid military leave, or paid union leave. An employee shall not be considered on the active payroll and being compensated when they are on unpaid leaves, workers compensation, disability leave, unpaid FMLA, or layoff. Accruals shall be prorated if a full time employee is on the active payroll and compensated less than eighty (80) hours in a payroll period. Accruals provided in Subsection 2, above, for three-quarter time employee shall be prorated if the three-quarter time employee is on the active payroll and compensated less than sixty (60) hours in a payroll period. Accruals provided in Subsection 2, above, for part-time employee shall be prorated if the part-time employee is on the active payroll and compensated less than forty (40) hours in a payroll. Proration under this section will be calculated based on the ratio of time compensated versus the applicable normal full payroll amount (80, 60, or 40 hours).

(b) Unpaid time taken off pursuant Ingham County Board of Commissioners' Resolution #09-081, or any resolution continuing such unpaid time off policy, and any unpaid furlough days that may hereinafter be approved by the Ingham County Board of Commissioner, will not affect accrual of any vacation or sick leave, and, rather, such leave will accrued as though the unpaid time off or furlough days had been worked.

4. Vacation leaves shall be scheduled by the department head in accordance with operating requirement, and, where possible, with the written request of the employee. The amount of vacation leave charged to an employee during an annual leave will be equal to the number of regularly scheduled hours that would otherwise have been worked during the period of absence on

such leave. A maximum of ~~three hundred eighty (380)~~ four hundred fifty (450) hours vacation leave may be accumulated for use by an employee. Payout to an employee at termination of service is limited to a maximum of three hundred eighty (380) hours.

5. Absence due to an employee's medically verified illness or disability in excess of previously accumulated sick leave hours may be charged against vacation credits at the employee's request.

6. An employee whose service is terminated voluntarily or involuntarily is entitled to receive a vacation payout for all accrued vacation hours, subject to the allowable maximum.

7. Each department head shall keep a record of vacation credit; employees shall have access to records of their vacation eligibility and vacation days used.

8. Positions reporting directly to the Board of Commissioners will notify the Board Office of his/her scheduled vacation leaves.

APPENDIX A

OTHER SPECIFIC MANAGERIAL BENEFITS

5. **Assistant Public Defenders.** An attorney from the Office of the Public Defender is required to be present for the First Appearance of Counsel program 365 days per year. While not considered overtime, the attorney assigned to be on-call to attend the First Appearance program shall receive additional compensation as follows:

<u>Saturday/Sunday/Holiday</u>	<u>\$214.00/day</u>
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This on-call pay shall be retroactive to the beginning of the First Appearance of Counsel program in April 2019. On-call pay shall be paid in the next regular pay period after the service is performed.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT A LETTER OF UNDERSTANDING BETWEEN INGHAM COUNTY,
30TH CIRCUIT COURT AND OPEIU FAMILY COURT UNION LOCAL 459 FOR ON-CALL
CLINICAL MENTAL HEALTH SERVICES**

RESOLUTION # 19 – 238

WHEREAS, when the Chief Staff Psychologist is unavailable to provide services including after-hours crisis services to the residents of the Ingham County Youth Center, these services have been provided by Sparrow Emergency Department or the Director of the Youth Center; and

WHEREAS, to provide licensed care to the residents of the Ingham County Youth Center a Letter of Understanding between Ingham County, 30th Circuit Court and OPEIU Family Court Union Local 459 is proposed and has been agreed to by the 30th Circuit Court and OPEIU Family Court Union Local 459; and

WHEREAS, the proposed Letter of Understanding provides that the Clinical Mental Health Professional (OPEIU/06) and Clinical Social Worker (OPEIU/06) shall be placed in an “on-call” status when the Chief Staff Psychologist is unavailable and will be paid a daily stipend of \$20.00/ weekday; \$25.00/weekend day and holidays; and

WHEREAS, upon adoption of the proposed Letter of Understanding, services including after-hours crisis services will continue for the residents of the Ingham County Youth Center; and

WHEREAS, the proposed Letter of Understanding has been agreed to by the 30th Circuit Court and OPEIU Family Court Union Local 459; and

WHEREAS, the Human Resources Director recommends that the Ingham County Board of Commissioners adopt the proposed Letter of Understanding.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes adoption of the attached Letter of Understanding.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

**LETTER OF UNDERSTANDING
BETWEEN
Ingham County
30th JUDICIAL CIRCUIT COURT /
FAMILY DIVISION**

and

**OFFICE AND PROFESSIONAL EMPLOYEES
INTERNATIONAL UNION, LOCAL 459, AFL-CIO**

for the

**CIRCUIT COURT / FAMILY DIVISION
PROFESSIONAL EMPLOYEES**

WHEREAS, the Ingham County 30th JUDICIAL CIRCUIT COURT / FAMILY DIVISION COUNTY (the "Employer") and the OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION (the "Union") have agreed to a collective bargaining agreement for the Circuit Court / Family Division Professional Employees unit from January 1, 2018, through December 31, 2020 (the "Collective Bargaining Agreement") and;

WHEREAS, the Parties wish to amend the Collective Bargaining Agreement regarding on-call time for certain Mental Health Professional and Clinical Social Worker employees;

NOW THEREFORE, IT IS HEREBY AGREED between the parties as follows:

1. The impacted positions of Clinical Mental Health Professional (OPEIU/ 06) and Clinical Social Worker (OPEIU/06) will be placed on an on-call list in seniority order, with the employee with the most seniority placed first on the list and shall rotate on a bi-weekly basis.
2. Employees in the impacted positions will be notified 48 hours prior to being placed on-call, their on-call will be governed by this Letter of Understanding. Article X., Section 5 Call Back and Section 7 On Call of the Collective Bargaining Agreement will not apply to these Employees.
3. The Clinical Mental Health Professional (OPEIU/ 06) and Clinical Social Worker (OPEIU/06) who are on-call shall be paid an "on-call" bonus as follows:

Daily Stipends Per Pay Period - \$20.00/weekday; \$25.00/weekend day and holidays.

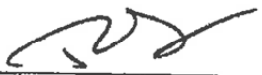
Weekends are defined as beginning at 5:00 p.m. on Friday and running through 7:59 a.m. on Monday. The waiting time spent during on-call will not be included in calculating overtime or constitute hours worked for the calculation of wages under this Agreement.

Time spent working during on-call (e.g. responding to work related telephone calls, following up with email and text messages etc.) will constitute hours worked and will be tracked and paid, in addition to the Daily Stipend, consistent with this Agreement and Employer policy.

4. All the other terms and conditions specified in the parties' Collective Bargaining Agreement will remain in full force and effect, except as stated above.

IT IS FURTHER AGREED THAT this Letter of Understanding will be unique to this case and neither the Employer nor the Union waive any rights as to other future cases. It is expressly understood this agreement will be without precedent or prejudice for any future circumstance.

EMPLOYER



Honorable Richard J. Garcia
Chief Circuit & Probate Judge

**OFFICE AND PROFESSIONAL
EMPLOYEES INTERNATIONAL UNION,
LOCAL 459, AFL-CIO**



Naudia Fisher
Service Representative

Approved:

Bryan Crenshaw, Chairperson
Ingham County
Board of Commissioners

APPROVED AS TO FORM FOR INGHAM COUNTY:
COHL, STOKER, TOSKEY, P.C.



Mattis D. Nordfjord

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DESIGNATING THE MONTH OF JUNE, 2019 AS
LGBTQ PRIDE MONTH IN INGHAM COUNTY**

RESOLUTION # 19 – 239

WHEREAS, Ingham County recognizes the economic and cultural benefits of diversity and seeks to create a welcoming environment for all residents, including the LGBTQ Community; and

WHEREAS, Ingham County Resolution #13-368 commits to equal opportunity and nondiscrimination for all persons inclusive on the basis of sexual orientation and gender identity; and

WHEREAS, Ingham County's Equal Employment Opportunity Policy states that employment opportunity should be given without regard to gender identity or gender expression; and

WHEREAS, Ingham County Resolution #19-057 ensures accessibility to gender-segregated facilities on property operated by Ingham County based on gender identity or expression; and

WHEREAS, Ingham Community Health Center was the only community health center in Michigan to receive top designation from LGBTQ-inclusive healthcare by the Human Rights Campaign in 2018; and

WHEREAS, June is celebrated nationally and worldwide as LGBTQ Pride Month in commemoration of the 1969 Stonewall Rebellion in New York City; and

WHEREAS, Michigan Pride will be celebrated in the City of Lansing on June 15th carrying on a tradition that has gone on for nearly 30 years, attracting tens of thousands of visitors to Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners designates the month of June, 2019 as LGBTQ Pride Month in the County of Ingham.

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ACCOUNT CLERK, PARKS
PART-TIME POSITION TO BE CONVERTED TO A FULL TIME POSITION**

RESOLUTION # 19 – 240

WHEREAS, the Account Clerk, Parks position #759014 is classified as a part-time position which is funded by the County General Fund appropriation for 20 hours per week; and

WHEREAS, additional tasks have been added to the job description to assist with the administration of the Ingham County Trails and Parks Millage; and

WHEREAS, the Ingham County Parks Department wishes to convert the Account Clerk, Parks #759014 to a full time position; and

WHEREAS, in conjunction with 50% (Step 1: \$38,456 to Step 5: \$44,178) of the position from the County General Fund appropriation and 50% (Step 1: \$38,456 to Step 5: \$44,178) of the position from the Ingham County Trails and Parks Millage, the range of salary and total personnel costs including all benefits are: \$76,912 for step one and \$88,356 for step five at the top of the scale, and the annual salary on the low end is \$39,043 and top end is \$46,861.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves converting the Account Clerk, Parks, #759014 position from a part-time to a MCF/4 full time position funding 50% of the position from the County General Fund appropriation and 50% of the position from the Ingham County Trails and Parks Millage.

BE IT FURTHER RESOLVED, that this change shall be effective the first pay period after the adoption of this Resolution.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and changes to the position allocation list consistent with this resolution.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Morgan **Approved 05/20/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION # 19-194

RESOLUTION # 19 – 241

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #19-194 to expand the Nurse Practitioner Position (Position #601527) from 0.75 FTE to 1.00 FTE effective April 1, 2019 through March 31, 2024; and

WHEREAS, ICHD accepted \$5,470,000.00 in funds from the United States Department of Health and Human Services (USDHHS) to support the Healthy Start Grant; and

WHEREAS, as part of this award, a 0.75 FTE Nurse Practitioner position was created to provide Centering Pregnancy services through the Ingham Community Health Centers' (ICHC) Women's Health site; and

WHEREAS, the additional 0.25 FTE will be dedicated to providing billable OB/GYN and family planning services through Women's Health; and

WHEREAS, the 2019 salary range of a 1.0 FTE Nurse Practitioner (MNA, Grade 6) position is \$78,740.77 - \$94,510.67; and

WHEREAS, the initial 0.75 FTE (\$59,055.57 - \$70,883.00) shall be covered through the Healthy Start Grant, with the additional 0.25 FTE (\$19,685.19 - \$23,627.50) to be covered through the revenue generated by billable services performed by the Nurse Practitioner through the CHCs; and

WHEREAS, the Ingham Community Health Center Board and the Health Officer support this amendment to Resolution #19-194 to expand the Nurse Practitioner Position (Position #601527) from 0.75 FTE to 1.00 FTE effective April 1, 2019 through March 31, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an amendment to Resolution #19-194 to expand the Nurse Practitioner Position (Position #601527) from 0.75 FTE to 1.00 FTE effective April 1, 2019 through March 31, 2024.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments and position allocation list consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Morgan **Approved 05/20/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FUNDING FROM MDHHS FOR CHILD ADOLESCENT
EXPANDED MENTAL HEALTH**

RESOLUTION # 19 – 242

WHEREAS, Ingham County Health Department (ICHD) wishes to accept funding from Michigan Department of Health and Human Services (MDHHS) for Child Adolescent Expanded Mental Health effective June 1, 2019 through September 30, 2020; and

WHEREAS, this award will be used to create three full time social worker positions (3.00 FTE), one placed at Everett High School, one placed at Pattengill School, and one placed at Gardner International School; and

WHEREAS, a full grant year awards \$100,00 per site, totaling \$300,000 for all three sites, and may be adjusted due to the partial fiscal year 2019; and

WHEREAS, any remaining funds will be carried over and be available in fiscal year 2020; and

WHEREAS, the \$300,000 funding award will allow ICHD to enhance mental health support through the following:

- Create 3.00 FTE Social Worker (ICEA Pro Level 7); salary/benefits per 1.00 FTE is \$107,331 with a total cost of \$321,993
- The additional salary and other costs (supplies, materials, telephone, printing, etc.) will total \$92,037 and will be covered by patient fees and collections; and

WHEREAS, the Ingham Community Health Center Board of Directors supports accepting funding from MDHHS for Child Adolescent Expanded Mental Health effective June 1, 2019 through September 30, 2020 in an amount totaling \$300,000; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize accepting funding from MDHHS for Child Adolescent Expanded Mental Health effective June 1, 2019 through September 30, 2020 in an amount totaling \$300,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize accepting funding from MDHHS for Child Adolescent Expanded Mental Health effective June 1, 2019 through September 30, 2020 in an amount totaling \$300,000.

BE IT FURTHER RESOLVED, that this resolution authorizes the creation of 3 FTE social worker positions (ICEA Pro Level 7).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments and position allocation list consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Morgan **Approved 05/20/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 05/21/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING CRITERIA FOR EVALUATING 2020 APPLICATIONS
FOR COMMUNITY AGENCY FUNDING**

RESOLUTION # 19 – 243

WHEREAS, since 1978, the Ingham County Board of Commissioners has provided financial support to various non-profit community organizations that provide a broad range of services for the purpose of advancing the County's adopted long-range objectives; and

WHEREAS, over the years the community agency process has grown to over 30 applications requesting funding, with total requests of approximately \$310,000 annually; and

WHEREAS, the Ingham County Board of Commissioners desires to make the process of awarding community agency funding efficient and effective; and

WHEREAS, the Ingham County Board of Commissioners desires to continue the Community Agency application process, focusing on the long term goal of assisting Ingham County residents in meeting basic needs.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the 2020 community agency funding process, with priority given to those proposals that directly contribute to addressing the County's overarching long-term objective of "Meeting Basic Needs", such as food, clothing, and shelter, as well as priority given to those agencies that comply with the County's non-discrimination policies.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to evaluate and determine funding levels for each applicant as a recommendation for approval by the Human Services Committee.

BE IT FURTHER RESOLVED, no agency shall receive more than 10% of the total available funding for community agencies in FY 2020.

BE IT FURTHER RESOLVED, the Board of Commissioners wishes for applicants to understand that solicitation of proposals is not a commitment to fund those proposals in fiscal year 2020.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Morgan **Approved 05/20/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EDGE PUBLICOM FOR A
MEDICAL MARIHUANA PUBLIC EDUCATION CAMPAIGN**

RESOLUTION # 19 – 244

WHEREAS, State of Michigan Department of Licensing and Regulatory Affairs (LARA) recently awarded a grant to the Ingham County Health Department (ICHD) for education, communication and outreach regarding the Michigan Medical Marihuana Act in an amount totaling \$103,621 effective January 1, 2019 through September 15, 2019 authorized by Resolution #19-115; and

WHEREAS, the approved grant budgets for the creation of a public education campaign in the amount of \$35,000; and

WHEREAS, ICHD seeks to engage in grant-funded activities with objectives to provide education regarding safe storage of marihuana, provide education on the dangers of driving while under the influence of marihuana, and increase the perception of risk for adolescent marijuana use; and

WHEREAS, the Health Communication Specialist will work with Edge Publicom to develop a public education campaign; and

WHEREAS, the agreement with Edge Publicom will not exceed \$35,000, all of which will be funded by the LARA grant; and

WHEREAS, the Health Officer recommends authorization of an agreement between Edge Publicom and ICHD in an amount not to exceed \$35,000 for the period of June 20, 2019 to September 15, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a grant agreement with Edge Publicom for the development of a public education campaign regarding the Michigan Medical Marihuana Act, in an amount not to exceed \$35,000 for the period of June 20, 2019 to September 15, 2019.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Morgan **Approved 05/20/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH NEXTGEN FOR
CUSTOM RYAN WHITE TEMPLATES**

RESOLUTION # 19 – 245

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with NextGen for custom Ryan White Templates effective June 1, 2019 through May 31, 2020 or until the 140 project management hours have been reached; and

WHEREAS, NextGen's consulting services team will create eleven templates for the Ryan White HIV Care Coordination program; and

WHEREAS, the templates will have the ability to generate a document to the patient's chart; and

WHEREAS, the total cost is \$31,500 for the templates and project management hours; and

WHEREAS, all costs will be covered by the HIV Care Coordination Grant; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with NextGen for custom Ryan White Templates effective June 1, 2019 through May 31, 2020 or until the 140 project management hours have been reached; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with NextGen for custom Ryan White Templates effective June 1, 2019 through May 31, 2020 or until the 140 project management hours have been reached.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an agreement with NextGen for custom Ryan White Templates effective June 1, 2019 through May 31, 2020 or until the 140 project management hours have been reached.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Morgan **Approved 05/20/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT REINVESTMENT FUND INVEST HEALTH FIELD BUILDING
GRANT AWARD**

RESOLUTION # 19 – 246

WHEREAS, the Ingham County Health Department (ICHD) wishes to accept award funding to serve as the fiduciary agent of the Invest Health Field Building grant award through the Reinvestment Fund, effective July 1, 2019 through September 30, 2020; and

WHEREAS, as the fiduciary agent, ICHD will receive a funding award of \$75,000 to support the work of the Lansing Invest Health Team to create health equity through built-environment investments in neighborhoods where residents experience health inequities and lack of access to health-promoting activities; and

WHEREAS, the \$75,000 award from the Reinvestment Fund supports the Lansing Invest Health Team's work to a) advance policies and practices that position and align community investment systems to increase capital flows to equity-promoting built environment investments and b) take steps to advance a pipeline of financeable built environment projects focused on increasing equity as part of a long-term strategy to improve overall community health; and

WHEREAS, in addition, ICHD staff working in health equity and health promotion & prevention will participate in the Lansing Invest Health Team as advisory member(s); and

WHEREAS, there are no additional costs associated with the acceptance of this award; and

WHEREAS, the \$75,000 will cover coordination of the Lansing Invest Health Team; travel and lodging to national Invest Health convenings and built-environment investments in target neighborhoods; and

WHEREAS, the Health Officer recommends accepting a \$75,000 award through the Reinvestment Fund to serve as the local fiduciary agent of the national Invest Health Field Building program, effective July 1, 2019 through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of a \$75,000 award through the Reinvestment Fund to participate in the national Invest Health Field Building program, and also authorizes subcontracting with Southside Community Coalition in an amount not to exceed \$45,000 for Coordination of the Lansing Invest Health Team, effective July 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the county after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Morgan **Approved 05/20/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH RITE AID CORPORATION FOR
340B PRESCRIPTION DRUG SERVICES**

RESOLUTION # 19 – 247

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Rite Aid Corporation (RAC) under the Health Resources and Services Administration (HRSA) 340B drug discount program effective June 1, 2019 through May 31, 2022 and to renew automatically for one subsequent year; and

WHEREAS, the 340B program will allow ICHD to generate revenue from the savings offered by purchasing program drugs at Federally mandated pricing that is substantially lower than retail pricing; and

WHEREAS, RAC will allow patients to obtain eligible prescriptions at the lowest possible cost; and

WHEREAS, this program is fully paid by funds generated from participating in the 340B program; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Rite Aid Corporation (RAC) under the Health Resources and Services Administration (HRSA) 340B drug discount program effective June 1, 2019 through May 31, 2022 and to renew automatically for one subsequent year; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with Rite Aid Corporation (RAC) under the Health Resources and Services Administration (HRSA) 340B drug discount program effective June 1, 2019 through May 31, 2022 and to renew automatically for one subsequent year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an agreement with Rite Aid Corporation (RAC) under the Health Resources and Services Administration (HRSA) 340B drug discount program effective June 1, 2019 through May 31, 2022 and to renew automatically for one subsequent year.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Morgan **Approved 05/20/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ENTER AGREEMENT WITH ROGER L. DONALDSON, AIA P.L.C. FOR
NEW HOPE COMMUNITY HEALTH CENTER RENOVATIONS**

RESOLUTION # 19 – 248

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Roger L. Donaldson, AIA P.L.C to provide architectural and engineering services for New Hope Community Health Center (CHC), for an amount not to exceed \$9,800.00, effective May 1, 2019 through October 31, 2019; and

WHEREAS, through Resolution #18-446 Ingham County Health Department's (ICHD) Community Health Centers (CHC) accepted a Substance Use Disorder funding award through the U.S. Department of Health and Human Resources Health Resources and Services Administration (HRSA); and

WHEREAS, this award included the funds to renovate newly annexed space at New Hope Community Health Center (authorized through Resolution # 19-050), located at 430 N. Larch, to accommodate expanded Substance Use Disorder treatment, including Medication Assisted Treatment; and

WHEREAS, a request for three bids from Architectural/Engineering firms under \$10,000 was answered for the scope of work by Studio Intrigue Architects, Hobbs + Black Architecture, and Roger L. Donaldson AIA P.L.C.; and

WHEREAS, Roger L. Donaldson AIA P.L.C. provided the lowest bid, at \$9,800.00, for the required scope of architectural and engineering services to be completed within the timeframe necessary to provide engineer documents to the Funder (HRSA) by the next grant reporting deadline; and

WHEREAS, all costs associated with this scope of work are covered through the HRSA Substance Use Disorder funding award accepted through resolution #18-446; and

WHEREAS, the Ingham Community Health Center Board supports entering an agreement with Roger L. Donaldson, AIA P.L.C to provide architectural and engineering services for New Hope Community Health Center (CHC) in an amount not to exceed \$9,800.00, effective May 1, 2019 through October 31, 2019; and

WHEREAS, the Health Officer recommends entering into an agreement with Roger L. Donaldson, AIA P.L.C to provide architectural and engineering services for New Hope Community Health Center (CHC) in an amount not to exceed \$9,800.00, effective May 1, 2019 through October 31, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize entering into an agreement with Roger L. Donaldson, AIA P.L.C to provide architectural and engineering services for New

Hope Community Health Center (CHC) in an amount not to exceed \$9,800.00, effective May 1, 2019 through October 31, 2019.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Slaughter, Stivers, Naeyaert

Nays: None **Absent:** Morgan **Approved 05/20/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SUBSCRIPTION FOR
WESTLAW LEGAL RESEARCH PROGRAM**

RESOLUTION # 19 – 249

WHEREAS, every local indigent defense system is required to implement a plan to provide quality defense to indigents who are accused of crimes; and

WHEREAS, the Ingham County Board of Commissioners accepted the compliance plan created by the Ingham County Indigent Defense Collaborative Committee and funding has been approved and provided by the State of Michigan; and

WHEREAS, the implementation of the plan will require the Ingham County Office of the Public Defender to have access to legal research tools; and

WHEREAS, the Office of the Public Defender has selected Westlaw, a division of Thomson Reuters as the legal research engine they prefer to use; and

WHEREAS, this is the same research engine used by other agencies of Ingham County for their attorneys; and

WHEREAS, the annualized cost for 27 attorney licenses is \$21,923.28 which is less than the sum budgeted in the 2018-2019 budget and requested in the 2019-2020 grant proposal to the Michigan Indigent Defense Commission; and

WHEREAS, Westlaw has proposed a three year subscription agreement providing for a discount and a limitation of 5% for any increases for the final two years of the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the execution of the attached Order Form for the acquisition of 27 attorney licenses for Westlaw legal research at the present annualized cost of \$21,923.28 for a 36 month term.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign this Order Form and any other necessary contract documents on behalf of the County after approval as to form, if necessary, by the County Attorney.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Trubac, Schafer
Nays: None **Absent:** Polsdofer **Approved 05/16/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.



THOMSON REUTERS

Order Form

Order ID: Q-00476449

Contact your representative john.traini@thomsonreuters.com with any questions. Thank you.

Account Address

Account #: 1000082008
INGHAM COUNTY PUBLIC DEFENDER
ACCOUNTS PAYABLE
320 N WASHINGTON SQ
LANSING MI 48933-1242 US

Shipping Address

Account #: 1000082008
INGHAM COUNTY PUBLIC
DEFENDER
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320 N WASHINGTON SQ
LANSING MI 48933-1242 US

Billing Address

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This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means "West", "we" or "our" and Subscriber means "you", or "I". Subscription terms, if any, follow the ordering grids below.

ProFlex Products See Attachment for details

Service Material	Product	Monthly Charges	Minimum Term (Months)	Year Over Year Increase During Minimum Term
40757482	WEST PROFLEX	\$1,826.94	36	5%

Minimum Terms

Online/ Practice Solution/Software/ProFlex Products : Monthly Charges begin on the date we process your order and will be prorated for the number of days remaining in that calendar month, if any. Your Monthly Charges will continue for the number of complete calendar months listed in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Subscriber ("you" or "I") is also responsible for all Excluded Charges. Excluded Charges are for accessing Westlaw data or a Practice Solutions service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

For Window Products: Monthly Charges begin on the date we process your order and will continue for the number of complete calendar months in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Monthly Charges are due regardless of the level of your usage. Transactional usage charges that exceed the Monthly Charges are waived up to the Monthly Window amount stated above. In addition to the Monthly Charges you are responsible for transactional usage charges in excess of the Monthly Window. Transactional charges are calculated based upon our then-current Schedule A rates. You are also responsible for all Excluded Charges. Excluded Charges are charges for accessing a service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

Post Minimum Terms

For Online/Practice Solutions/Software /ProFlex Products: At the end of the Minimum Term your Monthly Charges will increase by 7%. Thereafter, the Monthly Charges will increase every 12 months unless we notify you of a different rate at least 90 days before the annual increase. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803.

Automatic Renewal Term for Window Products. At the end of the Minimum Term your Monthly Charges will be billed at up to our then-current rate. Thereafter, we may modify the Monthly Charges if we notify you of a different rate with at least 90 days notice. The Monthly Window will remain unchanged. You are also responsible for all Excluded Charges. Excluded Charges may change after 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

Federal Government Subscribers Optional Minimum Term. Federal government subscribers that chose a multi-year Minimum Term, those additional months will be implemented at your option pursuant to federal law.

Miscellaneous

Charges, Payments & Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Settling a Disputed Balance. Payments marked 'paid in full', or with any other restrictive language will not operate as an accord and satisfaction without our prior written approval. We reserve our right to collect any remaining amount due to us on your account. Partial payments intended to settle an outstanding balance in full must be sent to: Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN

55123-1803, along with a written explanation of the disagreement or dispute. This address is different from the address you use to make account payments.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card, debit card or electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you have previously authorized us to bill a credit card, debit card or make electronic fund transfers for West subscriptions on an ongoing basis, or authorizing the same as part of this order, no further action is needed.

Returns and Refunds. You may return a print product to us within 45 days of the original shipment date if you are not completely satisfied. Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack, WestPack, Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS, Peer Monitor, and Data Privacy Advisor charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Applicable Law. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a non-government entity, this Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

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Thomson Reuters General Terms and Conditions, apply to all products ordered, except print and is located at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions.pdf>.

The Thomson Reuters General Terms and Conditions for Federal Subscribers is located at <https://static.legalsolutions.thomsonreuters.com/static/Federal-ThomsonReuters-General-Terms-Conditions.pdf>. In the event that there is a conflict of terms between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval.

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Government Non Availability of Funds for Online, Practice Solutions or Software Products

You may cancel a product or service with at least 60 days written notice if you do not receive sufficient appropriation of funds. Your notice must include an official document, (e.g., executive order, an officially printed budget or other official government communication) certifying the non-availability of funds. You will be invoiced for all charges incurred up to the effective date of the cancellation.

Acknowledgement: Order ID: Q-00476449

Signature of Authorized Representative for order

Title


Printed Name

Date

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This Order Form will expire and will not be accepted after 7/2/2019.

MAY 28, 2019 REGULAR MEETING

 THOMSON REUTERS	Attachment	Order ID: Q-00476449
	Contact your representative john.traini@thomsonreuters.com <u>with</u> any questions. Thank you.	

Payment, Shipping, and Contact Information

Payment Method:

Payment Method: Bill to Account
Account Number: 1000082008

Order Confirmation Contact (#28)

Contact Name: RUSSEL CHURCH
Email: rchurch@ingham.org

Shipping Information:

Shipping Method: Ground Shipping - U.S. Only

ProFlex Multiple Location Details			
Account Number	Account Name	Account Address	Action
1000082008	INGHAM COUNTY PUBLIC DEFENDER	320 N WASHINGTON SQ LANSING MI 48933-1242 US	New

ProFlex Product Details			
Quantity	Unit	Service Material #	Description
27	Attorneys	42510228	Gvt - Westlaw Edge™ National Primary
27	Attorneys	42077755	Gvt - Analytical Plus for Government

Account Contacts			
Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description
TAMMY	LISTON	tliston@ingham.org	EML PSWD CONTACT

MAY 28, 2019 REGULAR MEETING

**ADOPTED – MAY 28, 2019
AGENDA ITEM NO. 31**

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADMINISTRATIVE FINDING THAT PENINSULA FIBER
NETWORK LLC SHALL BE THE PRIMARY 9-1-1 SERVICE SUPPLIER**

RESOLUTION # 19 – 250

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners is authorized under Michigan's Emergency Telephone Service Enabling Act, 1986 PA 32, as amended, ("Act") and under authority provided by its Emergency Telephone Services Plan ("9-1-1 Plan") to make administrative findings regarding among other things, the service suppliers providing 9-1-1 services within the 9-1-1 Plan's Service District.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby makes an Administrative Finding that Peninsula Fiber Network, LLC and/or its affiliate PFN NextGen 9-1-1 Services LLC, shall be the primary 9-1-1 service supplier, employing a common network that enables all other service suppliers within the 9-1-1 Plan's Service District to be selectively routed and otherwise access the 9-1-1 system and the primary PSAPs identified in the Plan.

BE IT FURTHER RESOLVED, that all service suppliers shall cooperate with Peninsula Fiber Network, LLC or its affiliate PFN NextGen 9-1-1 Services LLC in order to facilitate the switchover to its common network, Next Generation Selective Router and other Next Generation 9-1-1 services, features, and offerings as may be applicable or required herein.

BE IT FURTHER RESOLVED, that Peninsula Fiber Network, LLC and/or its affiliate PFN NextGen 9-1-1 Services LLC is authorized and directed to work with the 9-1-1 Plan's service suppliers, the Michigan Public Service Commission, State 9-1-1 Committee and State 9-1-1 Director, and any other state, federal, or local authority in order to effectuate and implement the provisions of this Administrative Finding, including but not limited to the identification for a specific date and time for the switchover to the Peninsula Fiber Network's or its affiliate's common network.

BE IT FURTHER RESOLVED, that Ingham County will receive 9-1-1 service from Peninsula Fiber Network LLC subject to the terms and conditions set forth in Oakland County contract number 004702.

BE IT FURTHER RESOLVED, that this Resolution shall augment, supersede, modify, or replace any inconsistent prior resolution or motion.

MAY 28, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Ingham County Clerk shall send a copy of this resolution and its Administrative Findings to PFN and emergency service provider as it deems necessary within Ingham County.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Trubac, Schafer
Nays: None **Absent:** Polsdofer **Approved 05/16/2019**

FINANCE: Yeas: Grebner, Morgan, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 05/22/2019**

Adopted as part of a consent agenda.

MAY 28, 2019 REGULAR MEETING

SPECIAL ORDERS OF THE DAY

None.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Sebolt stated that Michigan Pride 2019 was Saturday, June 15, 2019.

Commissioner Maiville asked what the funding was for the Women's Commission Essay Contest Awards.

Mary Bowen, Women's Commission Member, stated that fundraising was conducted year-round and that they reached out to many local businesses.

Commissioner Stivers stated that many Women's Commission members chipped in, as well as the members of the Democratic Caucus.

Commissioner Slaughter stated that Saturday, June 1, 2019 was Be a Tourist in Your Own Town.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Morgan moved to pay the claims in the amount of \$18,701,250.02. Commissioner Slaughter supported the motion.

The motion carried unanimously. Absent: Commissioner Schafer

ADJOURNMENT

The meeting was adjourned at 6:57 p.m.

From: **Elizabeth Hertel** <elizabethhertel@gmail.com>
Date: Thu, May 30, 2019 at 5:45 PM
Subject: Re: ICHC Resignation
To: Sam Inglot <inglotsp@gmail.com>

Sam,

My apologies for being so late doing this. Due to my position at the department of health and human services, a conflict of interest exists in my being on the board of the Ingham community Heath center. Please accept this as my resignation.

Elizabeth Hertel

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS
FOR THE INGHAM COUNTY ROAD DEPARTMENT**

RESOLUTION # 19 –

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of the their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated May 20, 2019 as submitted.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 06/04/2019**

INGHAM COUNTY ROAD DEPARTMENT

DATE May 20, 2019

LIST OF CURRENT PERMITS ISSUED

ROW PERMIT#	APPLICANT/ CONTRACTOR	WORK	LOCATION	CITY/ TWP	SECTION
2019-217	CONSUMERS ENERGY	ELECTRIC-OH	HAMILTON RD	MERIDIAN	

MANAGING DIRECTOR:

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #19-173

RESOLUTION # 19 –

WHEREAS, the Ingham County Board of Commissioners recently approved Resolution #19-173 which adopted an Occupational Illness & Injury Reporting Policy (Personnel Policy No. 111); and

WHEREAS, this policy provides instructions for employees, supervisors, and department heads on what to do before, during, and after a workplace illness and/or injury occurs; and

WHEREAS, references to the Sparrow CARES employee assistance program (EAP) must be removed from the policy as CARES is no longer operational; and

WHEREAS, the policy has been updated to refer to the Ingham County EAP in general terms only; and

WHEREAS, the HR Director recommends amending Resolution #19-173 which approved the Ingham County Occupational Illness & Injury Reporting Policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amend Resolution #19-173 to update the EAP references in the Ingham County Occupational Illness and Injury Reporting Policy.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

Nays: None **Absent:** Koenig **Approved 06/04/2019**

Occupational Illness & Injury Reporting

Approved: **XXX, XX XXXX**
Resolution No. **XX-XXX**

A. Introduction

Ingham County places a great deal of importance on ensuring the safety of our employees. However, the County recognizes that even in the safest workplace accidents and injuries can still happen. Reporting those incidents in a complete and timely manner ensures the employee receives appropriate treatment and any corrective action that can be taken to reduce future incidents is made. Employees have the right to report workplace illness/injury without any fear of retaliation. If an illness/injury occurs while working, all employees, elected officials, and Commissioners must comply with the following reporting guidelines.

B. Guidelines

1. Before an Illness/Injury

- a.** Follow any established safe working practices.
- b.** Discuss any unsafe working conditions with your supervisor.

2. After an Illness/Injury - Employees

- a.** Notify your supervisor immediately.
 - i.** Report all illness/injury to your supervisor, no matter how minor or temporary they may seem to be. Incidents that have the potential to result in emotional/psychological trauma should always be reported.
 - ii.** If you witness an illness/injury that prevents a coworker from moving or speaking, immediately inform your supervisor.
- b.** Work with your supervisor to determine what kind of care you need for your illness/injury.
- c.** If needed, seek medical attention.
 - i.** The County has partnered with Sparrow Occupational Health for treatment of employee illness/injury. A list of Sparrow locations for care is included on the Sparrow Occupational Health Services Authorization for Work Related Injury Care (Attachment B). Phone numbers are also included on this form.
 - ii.** For emergencies, call 911 and go to the Sparrow Hospital Emergency Room (or nearest emergency room) by ambulance.

- Examples of emergencies can include blood loss, heart attack, blunt force trauma to the head, severe burns, and electric shock.
- iii. For injury/illness involving possible exposure to bloodborne pathogens (i.e. needlesticks) that take place Monday through Friday between the hours of 7am and 4:30pm, go immediately to Sparrow Occupational Health Services for treatment.
 - Treatment for possible bloodborne pathogens exposure is best obtained within 1-2 hours after exposure.
 - iv. For injury/illness involving possible exposure to bloodborne pathogens (i.e. needlesticks) that take place outside of normal business hours, go immediately to Sparrow Hospital Emergency Room for treatment.
 - Treatment for possible bloodborne pathogens exposure is best obtained within 1-2 hours after exposure.
 - v. For non-emergencies that take place Monday through Friday between the hours of 7am and 4:30pm, call Sparrow Occupational Health Services to schedule an appointment. This office also accepts walk-in appointments, but calling ahead ensures you will be seen in a timely manner.
 - vi. For non-emergencies that take place outside of normal business hours, multiple Sparrow Urgent Care offices are available to provide care until 8pm Monday through Friday and from 8am to 8pm on weekends and holidays.
- d. Once any needed medical attention has been received, work with your supervisor to complete any required paperwork, including the Ingham County Employee Incident Report (Attachment A).
 - e. If you are provided with any paperwork to return to your employer, ensure this is given to your supervisor as soon as you return to work.
 - i. This paperwork will also specify any work restrictions you may have been placed on.
 - f. If you were treated in an emergency room or urgent care, make a follow-up appointment with Sparrow Occupational Health Services as soon as possible following your initial treatment. Sparrow Occupational Health Services will determine any necessary plan for follow-up treatment.
 - i. In order to ensure follow-up care is covered under Workers' Compensation, it must be coordinated by Sparrow Occupational Health for the first 28 days following the initial onset of injury/illness.
 - g. Attend any scheduled follow-up visits as directed by Sparrow. Keep your supervisor and the Human Resources (HR) Benefits/Leave Analyst up to date on your recovery progress by providing them with any additional paperwork you receive during your follow-up visits.

3. After an Illness/Injury - Supervisors

- a.** As soon as an employee illness/injury is reported to you, ensure that the employee receives any necessary care.
 - i.** If an employee is sent to a Sparrow facility for care, the Sparrow Occupational Health Services Authorization for Work Related Injury Care (Attachment B) should be completed and sent with the employee.
- b.** If the employee needs emergency care, supervisors (or their designee) should meet at or accompany the employee to the hospital. If at all possible, the supervisor should remain with the employee until their emergency contact has been notified, the employee is released, or they are directed to leave by the employee. Update the HR Benefits/Leave Analyst on the employee's condition as soon as possible.
- c.** Time spent for initial treatment for the illness/injury on the day an employee is sent for care is to be recorded as regular hours worked on their time card. Any additional time/days off taken by the employee for follow-up care and/or recuperation should be taken as sick leave (or annual leave if sick leave bank is exhausted) pending evaluation of any claim for wage loss benefits.
- d.** If the employee requires any follow-up care in response to emotional/psychological trauma they have experienced, that employee should be directed to the County's current employee assistance program (EAP) provider.
- e.** Complete an Ingham County Employee Incident Report (Attachment A) and send it to the HR Benefits/Leave Analyst as soon as possible. If accompanying the employee for emergency care, designate another employee to complete the report.
 - i.** If the employee is available to complete and sign the report, have them do so.
 - ii.** Reports should be received with 24 hours of the incident, except in the event of a fatality or a Michigan Occupational Safety & Health Administration (MIOSHA) reportable illness/injury (in-patient hospitalization, loss of an eye, amputation). Turning in reports in a timely manner is crucial for ensuring employees receive appropriate care. It also ensures that any corrective action which can be taken to reduce the risk of future incidents is made as soon as possible.
 - iii.** If the employee refuses medical care that appears to be necessary, document that refusal on the report.
 - iv.** Any corrective action that should be taken to remove or reduce the threat of employee illness/injury should be taken and documented.

C. MIOSHA Serious Incident Reporting

- 1.** If a work-related incident involves an amputation (even the loss of a fingertip), loss of an eye, and/or an in-patient hospitalization, the County is required to report that incident to MIOSHA within 24 hours of the incident.

2. If a work-related incident involves a fatality, the County is required to report that incident to MIOSHA within 8 hours of the incident.
3. MIOSHA Serious Incident Reporting Guidelines
 - a. **During Business Hours** (Monday-Friday, 8am to 5pm): If an incident involving a fatality or one of the injuries listed above takes place during business hours, the supervisor on duty must immediately notify the HR Benefits/Leave Analyst at 517-272-4187. The HR Benefits/Leave Analyst will be responsible for making the MIOSHA report.
 - i. In the event that there is no answer, contact one of the HR Assistants at 517-887-4367 or 517-887-4327.
 - ii. If you are still unable to make contact with an HR staff member, proceed with the after-hours calling protocol.
 - b. **After Business Hours:** If an incident involving a fatality or one of the injuries listed above takes place after business hours, the supervisor on duty must immediately notify their Department Head (or their designee) who will be responsible for making the MIOSHA report.
 - i. **Amputation, Loss of an Eye, and/or In-Patient Hospitalization:** Call the MIOSHA Injury Report Line at 844-464-6742.
 - ii. **Fatality:** Call the MIOSHA Fatality Report Line at 800-858-0397.
 - iii. Department Heads (and their designees) will be trained on MIOSHA injury reporting protocol and requirements. See the MIOSHA Serious Incident Reporting Guidelines (Attachment #3) for guidance on questions that may be asked by MIOSHA when a serious incident reporting call is made.
 - iv. The HR Benefits/Leave Analyst should be given a completed Employee Incident Report by the Department Head (or their designee)/supervisor as well as a summary of the report made to MIOSHA via email as soon as possible.

D. Attachments

- **Attachment #1:** Ingham County Employee Incident Report
- **Attachment #2:** Sparrow Occupational Health Services Authorization for Work Related Injury Care
- **Attachment #3:** MIOSHA Serious Incident Reporting Guidelines

Ingham County Employee Incident Report

For Reporting Work-Related Injuries/Illnesses

Use this form when reporting an incident which has or could have caused injury/illness to an employee. Reports should be submitted to the Benefits/Leave Analyst in Human Resources within 24 hours of the incident. Serious incidents involving amputation (even loss of a fingertip), loss of an eye, and/or in-patient hospitalization must be reported to MIOSHA within 24 hours of the incident. Incidents involving a fatality must be reported to MIOSHA within 8 hours of the incident. See the Ingham County Occupational Illness & Injury Reporting policy for reporting guidance.

Employee Name:			
Employee #:		Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male	
Job Title:		Department:	
Home Address (Street, City, State, Zip):			
Home/Cell #:		Work #:	
Date of Birth:	Date of Hire:		Date of Incident:
Location of Incident:		Time of Incident: <input type="checkbox"/> AM <input type="checkbox"/> PM	
Time Shift Began: <input type="checkbox"/> AM <input type="checkbox"/> PM		Nature of Injury (i.e. burn, cut, strain):	
Body Part(s) Injured (i.e. right arm, left leg):			
Explain How Incident Happened (attach additional documents if needed, list device type/brand for BBP exposures):			
Name/Phone Number of Witnesses (if any):			
Medical Treatment Received: <input type="checkbox"/> Yes <input type="checkbox"/> No		Date of Treatment:	
Treatment Location: <input type="checkbox"/> Sparrow ER <input type="checkbox"/> Sparrow Occupational Health <input type="checkbox"/> Sparrow Urgent Care			
Date Employee Reported Incident:		Employee Have Second Employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Supervisor's Name:		Supervisor's Work #:	
Supervisor's Signature:			
Form Completed By:			Date Completed:

If you have any questions about completing this form, contact Steph Banthem, Benefits/Leave Analyst in Human Resources at 517-272-4187 or sbanthem@ingham.org.



OCCUPATIONAL HEALTH SERVICES
AUTHORIZATION FOR WORK RELATED INJURY CARE

INJURY CARE LOCATIONS AND SERVICE HOURS	
<input type="checkbox"/> Sparrow Occupational Health Services <i>Injury Care Hours: Monday-Friday from 7 a.m. to 4:30 p.m.</i> Sparrow Medical Arts Building 1322 E. Michigan Avenue, Suite 101, Lansing, MI 48912 Phone: 517.364.3900, Option 1 Fax: 517.364.3914	
<input type="checkbox"/> Sparrow Urgent Care (after-hours injury care) <i>Injury Care Hours: Monday-Friday from 4:30 p.m. to 8 p.m./Weekends & Holidays: 8 a.m. to 8 p.m.</i>	
Michigan Avenue 1120 E. Michigan Avenue, Lansing, MI 48912	Grand Ledge 1015 Charlevoix Drive, Grand Ledge, MI 48
East Lansing 2682 E. Grand River Avenue, East Lansing, MI 48823	Mason 800 E. Columbia Street, Mason, MI 48854
<input type="checkbox"/> Sparrow Hospital Emergency Room <i>Injury Care Hours: Non-Emergent Injuries 8 p.m. to 8 a.m. / Emergent Injuries 24/7</i> 1215 E. Michigan Avenue, Lansing, MI 48912	

EMPLOYEE INFORMATION:

Patient's Name: _____ Date of Birth: _____

Authorizing Company: _____ Social Security #: _____

INJURY INFORMATION:

****Head Injuries that are accompanied by any of the following symptoms should be sent directly to the Sparrow Emergency Department: Nausea, Vomiting, Dizziness, Loss of Consciousness, Blurred Vision****

Date of Injury: _____ Date Injury Reported to Employer: _____

Description of Injury: _____

POST-ACCIDENT DRUG AND ALCOHOL TESTING (Photo Identification Required)

Breath Alcohol Testing (not available at Urgent Care (UC) Locations):

☐ Non-DOT Breath Alcohol Test ☐ DOT Breath Alcohol Test

Lab Based Urine Drug Test:

☐ DOT Urine Drug Screen
☐ Urine Drug Screen (Non-DOT)
☐ Urine Drug Screen Collection Only
☐ Other/Special Instructions: _____

Rapid Urine Drug Tests (not available at UC Locations):

☐ 5 Panel **Rapid**
☐ 11 Panel **Rapid**
☐ Nicotine **Rapid**

I request and authorize the above-named employee to receive injury care from Sparrow Health Services.

I further understand that my company will be financially responsible for any and all authorized services in the event my workers compensation insurance carrier denies the charges for any reason.

Supervisor Signature: _____

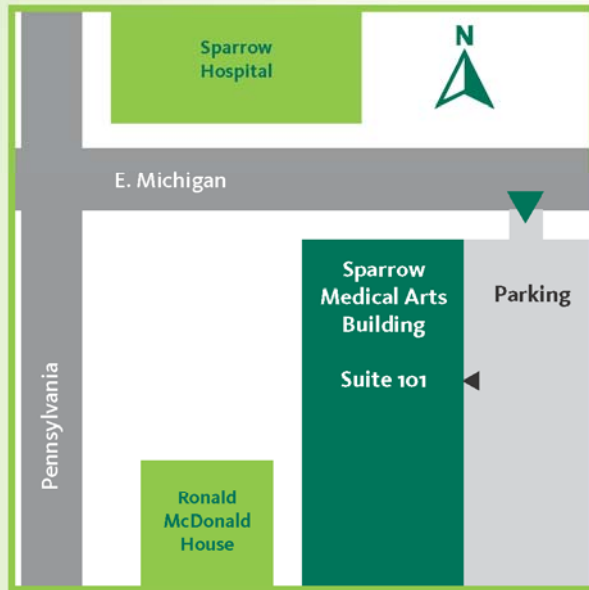
Printed Name: _____ Date: _____

Contact Phone Number: _____ Contact Email: _____

Sparrow Occupational Health

All injuries

Monday-Friday | 7 a.m. to 5 p.m.



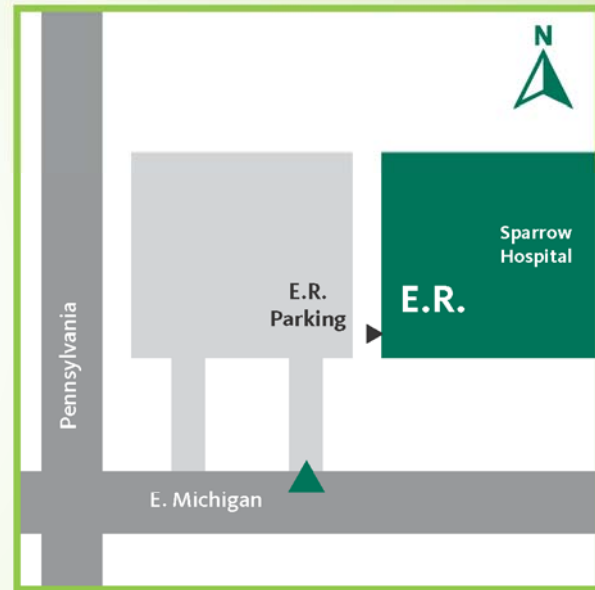
Sparrow Occupational Health Services Clinic

Sparrow Medical Arts Building
1322 E. Michigan Avenue, Suite 101, Lansing
517.364.3900

Sparrow Emergency

All emergencies and any injuries

Daily | 8 p.m. to 8 a.m.



Sparrow Hospital Emergency Room

1215 E. Michigan Avenue, Lansing
517.364.1000

Sparrow Urgent Care

Injuries when Occupational Health Services is closed

Monday-Friday | 5 p.m. to 8 p.m.

Saturdays, Sundays, and Holidays | 8 a.m. to 8 p.m.



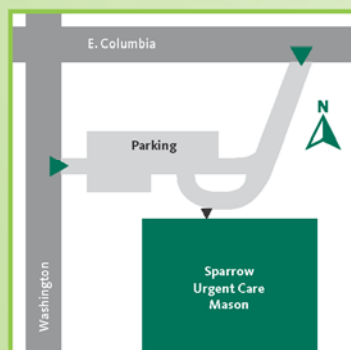
Sparrow Urgent Care East Lansing

2682 E. Grand River Avenue
517.333.6562



Sparrow Urgent Care Grand Ledge

1015 Charlevoix Drive
517.627.0100



Sparrow Urgent Care Mason

800 E. Columbia Street
517.244.8900



Sparrow Urgent Care Michigan Avenue

1120 E. Michigan Avenue
517.364.9790

All Patients will be referred to Sparrow Occupational Health for follow-up.

MIOSHA Serious Incident Reporting Guidelines

For Reporting Amputations, Loss of an Eye, In-Patient Hospitalizations, and Fatalities

- Incidents involving amputation (even loss of a fingertip), loss of an eye, and/or in-patient hospitalization must be reported to MIOSHA within 24 hours of the incident. Incidents involving a fatality must be reported to MIOSHA within 8 hours of the incident.
- If a serious incident or fatality takes place during business hours the supervisor on duty must immediately notify the HR Benefits/Leave Analyst at 517-272-4187. The HR Benefits/Leave Analyst will be responsible for making the MIOSHA report. In the event that there is no answer, contact one of the HR Assistants at 517-887-4367 or 517-887-4327. If you are still unable to make contact with an HR staff member, proceed with the after-hours calling protocol.
- If an incident involving a fatality or one of the injuries listed above takes place after business hours, the supervisor on duty must immediately notify their Department Head (or their designee) who will be responsible for making the MIOSHA report. A summary of the report made to MIOSHA must be sent to the HR Benefits/Leave Analyst along with the completed Employee Incident Report.
 - **Amputation, Loss of an Eye, and/or In-Patient Hospitalization:** Call the MIOSHA Injury Report Line at 844-464-6742.
 - **Fatality:** Call the MIOSHA Fatality Report Line at 800-858-0397.

The following questions may be asked during the reporting call to MIOSHA:

- Name/address of employer.
- Name/address/contact information for employee.
- If the employee is temporary or permanent.
- Date of incident.
- What shift/time the employee was working.
- How the incident happened.
- How the event is work-related.
- If the employee was using equipment and/or personal protective equipment (PPE) during the incident.
- If the incident was related to an auto accident.
- If the task the employee was performing was a normal part of their job.
- If the task required the use of lockout/tagout.
- Nature/details regarding the employee's medical condition/treatment.

Questions from MIOSHA may vary based on the nature of the event; this list provides guidelines for the MIOSHA interview but does not reflect every question the Department Head (or their designee) may need to answer. If you have any questions regarding MIOSHA reporting, please contact the HR Benefits/Leave Analyst at 517-272-4187.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION REVISING THE BOARD RULES

RESOLUTION # 19 –

WHEREAS, a Board Rules/Appointments Subcommittee was appointed to review the Board Rules, Ethics Policy and procedures and policies currently in place overseeing advisory boards and commissions; and

WHEREAS, the Board Rules/Appointments Subcommittee reviewed the Board Rules and recommend certain updates and revisions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached Board Rules.

BE IT FURTHER RESOLVED, that these Rules will take effect immediately upon adoption by the Board.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 06/04/2019**



INGHAM COUNTY BOARD RULES

2019

**RULES OF THE INGHAM COUNTY
BOARD OF COMMISSIONERS**

2019

I.

BOARD MEETINGS - TIME & PLACE

A. REGULAR AND ADJOURNED REGULAR MEETINGS.

The Board shall convene for the purpose of holding meetings in the Ingham County Courthouse in the City of Mason or elsewhere at the discretion of the Chairperson, provided proper notice is given to the public pursuant to the Open Meetings Act, 1976 PA 267, as amended, on the following days, which meetings shall convene at 6:30 pm in the evening, except as otherwise provided in these Rules:

1. The first business day of each January at 6:00 pm.
2. The fourth Tuesday of each January.
3. The second Tuesday of each February.
4. The fourth Tuesday of each February.
5. The second Tuesday of each March.
6. The fourth Tuesday of each March.
7. The Tuesday immediately following the second Monday of each April, this being the Statutory Equalization meeting.
8. The last Tuesday of the month of April.
9. The second Tuesday of each May.
10. The fourth Tuesday of each May.
11. The second Tuesday of each June.
12. The fourth Tuesday of each June.
13. The fourth Tuesday of each July.
14. The fourth Tuesday of each August.
15. The fourth Tuesday in September.
16. The second Tuesday of each October, this being the Statutory Annual Meeting which shall be held in the Courthouse, Mason.
17. The fourth Tuesday of each October.
18. The second Tuesday of each November.
19. The fourth Tuesday of each November.
20. The second Tuesday of each December.

All listed meetings shall be considered regular meetings of the Board of Commissioners. Any other meetings not listed shall be special meetings or adjourned sessions of the regular meetings, depending upon the means and methods used in calling said meeting. Unless the Board otherwise provides, the motion to "adjourn" any meeting of this Board, whether special or regular, shall mean to adjourn to the next succeeding regular meeting on the list cited.

B. SPECIAL MEETINGS.

The Board shall convene for the purpose of holding special meetings only upon the written request of at least one-third (1/3) of the Commissioners, to the County Clerk, specifying the time, date, place and purpose of such meetings. When a special meeting is called by written request, as provided above, the County Clerk shall give notice to each of the Commissioners within 48 hours in one of the manners provided as follows:

- via personal delivery of the notice of the special meeting to the commissioner
- leaving the notice of the special meeting at the residence of the commissioner
- email to address previously supplied for such purpose by the commissioner

The County Clerk shall post at least 18 hours before the meeting a Public Notice as required by 1976 PA 267.

C. MEETINGS ON LEGAL HOLIDAYS.

Any regular or adjourned meetings of the Board, which fall upon a legal County holiday, shall automatically be set over to the next business day following that is not a legal holiday, at the same time and place indicated for the original meeting.

D. MEETING CANCELLATIONS.

Any regular or adjourned meetings of the Board that are cancelled due to inclement weather shall automatically be set over to the next business day following, at the same time and place indicated for the original meeting, provided that the requirements of the Open Meetings Act, 1976 PA 267 are met.

II.

CHAIRPERSON

A. ELECTION.

At the first meeting of each calendar year following a General Election, the Board of Commissioners' meeting shall be called to order by the County Clerk. In other years, the Chairperson serving the previous year or in their absence the County Clerk, shall call the meeting to order. The Board shall thereupon elect, from among its members, a Chairperson, Vice-Chairperson and a Vice-Chairperson Pro-Tem, who shall take office and assume their respective duties immediately upon their election; provided that at the first meeting of each newly elected Board, the first order of business shall be the administration of the Constitutional Oath of Office by the County Clerk to the members-elect if this has not previously been accomplished. The concurrence of a majority of all members of the Board shall be necessary for election. The officers shall hold their respective offices for a term of one year, or until their successors are duly elected and qualified as set forth above.

B. DUTIES.

The Chairperson (and during their absence the Vice-Chairperson) shall preside at all meetings of the Board, and shall decide all questions of order, subject to appeal to the Board. Upon their election, the Chairperson shall appoint all standing and special Committees, subject to the approval by a majority of all members of the Board. The Chairperson shall arbitrate all jurisdictional disputes between Committees, subject to these Rules and subject to appeal to the Board. The Chairperson shall be a member ex-officio of each standing Committee and special Committee, except as otherwise provided herein. The Chairperson shall not have the right to vote on any Committee except where expressly named a member of that Committee. The Vice-Chairperson Pro-Tem shall assume the duties of the Vice-Chairperson when the Vice-Chairperson is serving as the Chairperson. The Vice-Chairperson shall be a member ex-officio of each standing Committee and special Committee, except as otherwise provided herein. The Vice-Chairperson shall not have the right to vote on any Committee except where expressly named a member of that Committee.

The Chairperson, after informing the Vice-Chairperson and Vice-Chairperson Pro-Tem, is authorized to have proclamations prepared honoring employees retiring from County service, persons retiring from service on County boards, and to issue proclamations honoring certain occurrences in conformity with state, national and other local government proclamations. The Chairperson shall only do so when such proclamations cannot go through the Committee structure in a timely manner. In no way shall such proclamations commit the County Board of Commissioners, in any way, to any type of contractual arrangement and/or require the County to expend any funds other than the cost for the preparation of the proclamations.

C. ADMINISTRATION OF OATHS.

The Clerk of the Board shall have the power to administer an oath to any person concerning any matter submitted to the Board or connected with the discharge of their duties. The Chairperson of the Board shall have the power to issue subpoenas for witnesses and to compel their attendance in the same manner as Courts of Law.

III.

CLERK OF THE BOARD

A. OFFICIAL CLERK AND DUTIES.

The duly elected/appointed Clerk of the County of Ingham shall be the Clerk of the Board. The Clerk, or their duly appointed deputy, shall perform all duties ordinarily pertaining to such office, including, but not limited to, the following duties prescribed by law:

1. To record all the proceedings of the Board electronically to be placed on the County website. A hard copy shall also be maintained.
2. To make regular entries of all Board resolutions and decisions upon all questions.
3. To record the vote of each Commissioner on any ordinance, resolution or appointment or election of an officer, submitted to the Board.
4. To perform legally required duties on accounts acted upon by the Board and to comply with the Claims Processing Resolution #07-315.

5. To certify, under the Seal of the Circuit Court of the County, or the official County Seal, without charge, copies of any and all resolutions or decisions on any of the proceedings of the Board, when requested by the Board or any member thereof, or when required by any other person.
6. To perform such other and further duties as the Board may by resolution, from time to time, require.
7. To perform posting functions with respect to full Board meetings as required by the Open Meetings Act, 1976 PA 267. Liaison Committee posting functions shall be performed by the Board of Commissioners' Office.

The Clerk or one of their duly appointed deputies shall be present and take minutes at all meetings of the Board. In the absence of the Clerk, or an appointed deputy, the Chairperson, with the approval of the Board's members present and voting, shall appoint a Board member to act as Clerk Pro Tem until the Clerk or their duly appointed deputy arrives.

IV.

A. STANDING COMMITTEES.

The Board of Commissioners shall have the following standing Committees with the following number of members:

<u>COMMITTEES</u>	<u>MEMBERS</u>
County Services	7
Finance	7
Human Services	7
Law & Courts	7

B. DUTIES OF STANDING COMMITTEES.

Standing Committees shall have and perform the following specific duties:

1. County Services Committee.
It shall be the duty of this Committee to: work in conjunction with the Controller/Administrator or their designee to ensure adequate and full implementation and administration of standing Board policy affecting the various County departments, offices and agencies with which the Committee serves as liaison; study and advise the Board with respect to matters of long range planning; recommend changes in the Board Rules and the organizations and procedures of the Board; recommend adoption of County ordinances; study and advise the Board as to acquisition, disposition, construction, and repairs of all County buildings and grounds; recommend acquisition and disposal of all County equipment, furniture, furnishings and supplies; study and advise the Board with respect to the conservation of energy and other natural resources; acts as liaison to the following County departments, offices, and agencies: County Clerk, Drain Commissioner, Register of Deeds, Treasurer, Innovation and Technology, Equalization, Potter Park Zoo, Financial Services, Purchasing, Facilities, Road Department, Board of Public Works, Plat Board, Boundary Commission, Board of Canvassers, Election Scheduling Committee,

Board of Election Commissioners, Capital Region Airport Authority, Historical Commission, Greater Lansing Convention & Visitors Bureau, Tri-County Regional Planning Commission, Director, Board of Commissioners' Office, Controller/Administrator, Economic Development Corporation, Brownfield Redevelopment Authority, Land Bank, Potter Park Zoo Board, Women's Commission, and all staff operating the County buildings within the County. This Committee shall also work in conjunction with the Controller/Administrator or their designee to study and advise the Board with respect to all matters dealing with compensation, wages and salaries for all County officers and employees whose salaries are not otherwise fixed by law; study and advise the Board on all matters relating to labor relations and the relationship between the County and its employees; and recommend action on claims related to the Human Resources Department. This Committee shall act as liaison between the Board and all County employee associations, the Human Resources Department, Capital Area Michigan Works, and the Equal Opportunity Committee. The County Services and Finance Committees shall, on no less than an annual basis, review and develop bargaining parameters for labor negotiations; provided however, that all Commissioners shall be notified in advance of when the review shall be held, and shall be given opportunity to provide input. The bargaining parameters being established shall be reported to the Board of Commissioners for its concurrence. The establishment of parameters may be discussed in closed session as provided by law.

2. Finance Committee.

It shall be the duty of this Committee to: study and advise the Board with respect to all appropriations for State, County and general purposes, review and recommend to the Board a budget for County operating expenses by a date specified in a Board resolution for the ensuing year; study and advise the Board with respect to all matters pertaining to bonds, investments and insurance of the County, its officers, employees and agents; study and advise the Board with respect to all financial contracts not otherwise provided for by resolution and/or these Rules; study and advise the Board with respect to apportionment of all tax levies, erroneous land descriptions, correction and re-spreading upon the rolls of all taxes which for any reason have been rejected by the Auditor General, and with the assistance of the Department of Equalization, equalization of valuation assessments among the various townships and cities in the County; recommend action on all claims submitted to the County for payment pursuant to Resolution #07-315; and study and advise the Board with respect to all grants submitted for approval by the Board, including any grant in which the County has direct or indirect involvement (including those where the Board is requested to waive rights in favor of another organization). This Committee is not created pursuant to 1923 PA 301, MCLA 46.61. This Committee shall not serve as liaison to any particular County departments, offices, or agencies, but rather, shall study and advise the Board of the financial ramifications of any proposed action involving the appropriation or transfer of County funds, not otherwise provided by law or Board resolution. The County Services and Finance Committees shall, on no less than an annual basis, review and develop bargaining parameters for labor negotiations; provided however, that all Commissioners shall be notified in advance of when the review shall be held, and shall be given opportunity to provide input. The bargaining parameters being established shall be reported to the Board of Commissioners for its concurrence. The establishment of parameters may be discussed in closed session as provided by law.

3. Human Services Committee.

It shall be the duty of this Committee to: work in conjunction with the Controller/Administrator or their designee to coordinate all human services in the County and to ensure adequate and full implementation and administration of standing Board policy affecting the various County departments, offices and agencies with which the Committee serves as liaison; review and recommend the budgets for each department; review and recommend on matters dealing with

solid waste issues; recommend policies relating to the use of human services in the County; make recommendations regarding present and future programs and recommend action on claims related to those departments, offices and agencies with which the Committee serves as liaison, except as otherwise provided by law. Human Services, for the purposes of these Rules, shall encompass the duties and functions of the Cooperative Extension Service, Fair and Board, Department of Human Services and Board, Health Department, Board of Health, Housing Commission, Parks, Department of Veterans' Affairs, Veterans' Affairs Committee, Community Mental Health Authority, Medical Examiner, Human Services Advisory Committee, Capital Area District Library, Parks Commission, and the Youth Commission. The Committee shall act as liaison between the Board and the departments, commissions and boards listed above.

4. Law & Courts Committee.

It shall be the duty of this Committee to: work in conjunction with the Controller/Administrator or their designee to ensure adequate and full implementation and administration of standing Board policy affecting the various County departments, offices and agencies with which it serves as liaison; study and advise the Board with respect to all matters pertaining to the law enforcement system and the judicial system within the County, and in particular, those departments, offices and agencies with which the Committee serves as liaison; recommend action on any and all claims, complaints, or requests of such departments, offices or agencies. The Committee acts as Liaison to the Animal Control and Advisory Board, Emergency Operations, the Prosecuting Attorney's Office, the Sheriff's Office, Community Corrections, Public Defender's Office, the 911 Center, Circuit Court, District Court, Jury Board, and Probate Court.

C. GENERAL DUTIES OF STANDING COMMITTEES.

In addition to the foregoing, the standing Committees shall have and perform the following other duties:

1. Each standing Committee, except the Finance Committee, shall in the first instance, review all appropriation requests most directly related to its own functions before such appropriation requests are referred to the Finance Committee and make recommendations concerning the same to the Finance Committee and the Board.
2. Each standing Committee shall act as liaison between the Board and the various County offices, boards and agencies respecting matters under the jurisdiction of the Committee as prescribed by these Rules, except as the Board otherwise directs.
3. Each standing Committee shall have and perform such other duties as the Board, from time to time, may require.

D. SPECIAL COMMITTEES AND SUBCOMMITTEES.

There shall be, in addition to the standing Committees, such other special Committees as the Chairperson, from time to time, may appoint and establish subject to approval by the Board. The membership of all such special Committees shall automatically be vacated upon a new Board of Commissioners taking office.

1. The Chair of a standing committee may create subcommittees and shall designate what is to be considered by each subcommittee. The Chair of the standing committee shall designate a Chair of the subcommittee and shall appoint members to each subcommittee.

2. The Board Chair may designate additional members to serve on any subcommittee of a standing committee as voting members who do not serve on the full committee.
3. Subcommittees shall follow the same rules as standing committees.
4. The Board of Commissioners may create permanent subcommittees by resolution and members of the subcommittee may receive per diem payments.

E. COMMITTEE MEETINGS.

Meetings of a standing or special Committee may be convened by its Chairperson or by a majority of its members at any time upon reasonable notice to its members and to the Chairperson of the Board, provided the notice complies with the requirements of the Open Meetings Act, 1976 PA 267. A quorum is required to conduct business. A quorum shall consist of the Committee's members noted below. In order for a Committee to move a matter to the Board of Commissioners for consideration, a majority of those voting is required but there shall always be a requirement of not less than the numbers noted in the below chart:

Number of Committee Members Appointed and Serving	Quorum Requirement	Minimum Number of Affirmative Votes Necessary to Recommend Action to Board	Number of Affirmative Votes Necessary to Take Final Action**
3	2	2	2
4	2	2	3
5	3	2	3
6	3	3	4
7	4	3	4
8	4	4	5
9	5	4	5

** (such as the County Services Committee voting on a grievance)

Further, final action of a Committee other than referring a matter to the Board of Commissioners, such as the County Services Committee voting on a grievance, shall require a majority vote of the total Committee compositions (four Commissioners would have to vote in order for a final action in case of a seven member Committee, and three Commissioners would have to vote in order to take such final action for a five member Committee). All Committee meetings shall be open, except that a Committee may vote to go into closed session as provided by the Open Meetings Act, 1976 PA 267. Each Committee shall have a prepared agenda at least one day prior to the Committee meetings, which shall include, as far as is practicable, all items to be considered by the Committee; the agenda shall be posted on the Courthouse bulletin board and shall be made available to the public on request as provided by the Open Meetings Act, 1976 PA 267. The Chairperson of each Committee shall either prepare an agenda in cooperation with the department heads, or shall delegate that authority to the appropriate staff. All Committees shall keep minutes of their meetings as required by the Open Meetings Act, 1976 PA 267, and said minutes shall be permanently kept on file with the Clerk of the Board.

Every Committee or Subcommittee shall provide an opportunity for public comment at the beginning and end of each agenda. Each person shall be permitted to speak, either at the beginning or the end of the meeting, for three (3) minutes, except that if it appears a large number of people wish to speak at a meeting the Chairperson may ask those wishing to speak to identify themselves and if there are more than 20 may announce that the allotted time per person will be two (2) minutes, except where extended privileges are granted by the Chairperson. Members of the public desiring to speak shall be required to identify themselves.

A recording shall be made during Committee meetings. A recording of a closed session shall be kept separately from any open session recordings. Any recording shall be kept in the County Clerk's Office. Open session recordings shall be available for public access for at least six months from the date of the meeting after which time it may be erased or overwritten. The commitment of staff time shall be limited to providing access to the original tape, or to provide a copy upon request at a rate allowed under the Freedom of Information Act.

F. CONSENT AGENDA.

At the discretion of the Committee Chairperson, all of the resolutions and actions of the Committee which are on the agenda may be acted upon in one vote; provided, however, that any member of the Committee may identify specific resolutions and actions which are not to be included in the one vote but which are to be discussed and voted upon separately.

Prior to the Committee Chairperson calling for a vote on the consent agenda, Commissioners shall have the opportunity to identify those resolutions and actions which are not to be included but which are to be discussed and voted on separately.

V.

CONDUCT OF BOARD MEETINGS

A. QUORUM.

A majority of the members of the County Board of Commissioners shall constitute a quorum for the transaction of the ordinary business of the County, and questions which arise at meetings shall be determined by the votes of a majority of the members present, except upon the final passage or adoption of a measure or resolution, or the allowance of a claim against the County, in which case a majority of the members elected and serving shall be necessary. Commissioners unable to attend due to medical reasons or due to military duty shall be permitted to participate in the discussion and votes of committee and board meetings by telephone or videoconference provided that the requirements of the Open Meetings Act are met and that a quorum is physically present. Commissioners participating by telephone or videoconference shall be considered present (by telephone or videoconference) without compensation. Effective January 1, 2021 Commissioners participating by telephone or videoconference are entitled to a per diem for a maximum of three (3) meetings annually.

B. ORDER OF BUSINESS.

1. Agenda.
 1. Call to Order and Roll Call
 2. Pledge of Allegiance
 3. Time for Meditation
 4. Reading and Correction of Minutes
 5. Addition of Items to the Agenda
 6. Petitions and Communications
 7. Limited Public Comment
 8. Committee Chair Response
 9. Consideration of Consent Agenda
 10. Committee Reports
 11. New and Miscellaneous Business
 12. Late Committee Reports and Late Individual Resolutions
 13. Special Orders of the Day
 14. Public Comment
 15. Commissioner Announcements
 16. Consideration and Allowance of Claims
 17. Adjournment
2. Specific Agenda Priorities. All matters shall be placed upon the agenda of the Board within a specific section as listed immediately above by the Clerk of the Board.
3. Committee Chair Response to Public Comment. Immediately after the conclusion of public comment, a Committee Chair or the Chair of the Board may respond to issues raised by a speaker, to correct a factual misunderstanding or provide helpful information regarding the County's consideration of the matter. Any such response should be limited to factual matters and not exceed one minute. The response should not be used to criticize the previous speaker, explain political positions, or engage in debate.
4. Consent Agenda. At the discretion of the Board Chairperson, with approval of the Board, all of the resolutions and actions of the Board which are on the agenda may be acted upon in one roll call vote; provided, however, that any member of the Board may identify specific resolutions and actions which are not to be included in the one roll call vote but which are to be discussed and voted upon separately; and provided further that resolutions and actions requiring a roll call vote and/or a 2/3 vote shall not be included in the one vote but shall be discussed and voted upon separately.

Prior to the Board Chairperson calling for a vote on the consent agenda, Commissioners shall have the opportunity to identify those resolutions and actions which are not to be included but which are to be discussed and voted on separately.
5. Agenda Deadline. All information to be placed on the agenda must be received by the Clerk of the Board from Committees no later than 10 am the Thursday prior to the Board of Commissioners meeting. On or before the fourth day before each Board meeting, the Clerk shall mail or provide electronically to each Commissioner the agenda for the meeting, arranged as described in these Rules, and briefly describing all matters to be considered, including a copy of all Committee reports and individual resolutions to be acted upon at said meeting. No Committee report or individual resolutions, other than reports on routine claims, shall ordinarily

be considered unless a copy thereof has been mailed or provide electronically to each Commissioner with the agenda or otherwise delivered to each Commissioner not later than the third day prior to the meeting. Late Committee items shall be distributed to all Commissioners at the beginning of the Board meeting and shall be announced by title and added to the agenda with appropriate agenda numbers. A five minute recess may be granted at the request of any Commissioner prior to the consideration of late items. Individual resolutions, which have not been moved at Committee, shall ordinarily be referred to Committee unless 2/3 of the members present vote to allow the resolution to be considered by the Board immediately.

C. RIGHTS AND DUTIES OF MEMBERS.

Speaking Priorities. The sponsor of any properly moved and seconded motion, resolution, ordinance, or report, shall have the right to speak for up to three (3) minutes, after the formal introduction but prior to any discussion of the matter on the floor. In any case where there may be more than one sponsor to a particular motion, resolution, ordinance or report, it shall be in the discretion of the Chairperson which person shall exercise the right given by this rule to first speak on the pending matter. Before speaking, each member shall address themselves to the Chairperson. If two or more members seek recognition to speak at the same time, the Chairperson shall designate the order in which they shall speak. No member, while addressing the Board, shall be interrupted, except to be called to order; and thereupon, shall immediately cease talking and be seated. Every Commissioner shall vote on all questions unless excused by the Chairperson. The Chairperson shall vote on all questions unless excused by the Board.

D. MOTIONS, RESOLUTIONS AND COMMITTEE REPORTS.

No motion shall be debated or voted upon unless seconded. It shall then be stated by the Chairperson before debate. Any motion may, with the permission of the person who moved and seconded it, be withdrawn at any time before the same has been adopted. Every motion shall be put in writing at the request of any member of the Board. All motions, resolutions, Committee reports and amendments or substitutes thereto shall be entered at large upon the minutes unless withdrawn.

1. Voting. The vote on any question shall be taken by a yea and nay roll call when called for by any member of the Board. Closed sessions may be held, provided the Open Meetings Act, 1976 PA 267, is adhered to.
2. Order of Precedence of Motions. When a motion is seconded and before the Board, no other motion shall be received except the following:
 - a. To fix the time to which to adjourn
 - b. To adjourn
 - c. For the previous question
 - d. To lay on the table
 - e. To postpone indefinitely
 - f. To postpone to a date certain
 - g. To refer
 - h. To amend

These motions shall have precedence in the order as above named.

3. Motions to Adjourn. A motion to adjourn shall always be in order except while a vote is being taken on any other motion already before the Board, or when a member has the floor; provided, that there shall be other intervening business or a change in the circumstances between the two motions to adjourn.
4. Motions to Reconsider. A motion for the reconsideration of any question shall be in order if made on the same day or at the Board meeting next succeeding that on which the decision proposed to be reconsidered was made; providing, however, that a second reconsideration of any question or a reconsideration at a later date may be had with the consent of two-thirds (2/3) of the members elected and serving, but in such event the moving member shall file written notice of their intention to move or a reconsideration in the Office of the Clerk of the Board at least one day before making such a motion.
5. Reports and Motions Requiring Signatures. All reports of Committees shall be in writing and the names of the members of such Committees concurring in such reports shall be noted thereon. Every written resolution or motion shall have noted the name of the member or members introducing the same.
6. Resolutions and Ordinances. Resolutions shall be considered in the order in which they are received unless otherwise ordered by the Board, in accordance with Section V, Subsection B, Number 2. All resolutions and motions for the appropriation of money and all proposed County ordinances shall be presented to the Board in writing.
7. Division of Question. Upon request by any member, any question before the Board may be divided and separated into more than one question; provided, however, that such may be done only when the original is of such a nature that upon division, each of the resulting questions is a complete question permitting independent consideration and action.

E. APPEAL FROM DECISION OF CHAIRPERSON.

When an appeal is taken from the decision of the Chairperson, the member taking the appeal shall be allowed to state their reason for doing so. The question shall be then immediately put in the following form: "Shall the ruling of the Chairperson be sustained?" The question shall be determined by a majority vote of the members present, except the Chairperson, upon the request of any member, shall not preside over such a vote.

F. REFERRAL TO COMMITTEES.

It shall be the duty of the Chairperson to refer all petitions, communications, resolutions, motions and other business that may come before the Board to the proper Committee unless objection be made by some member, in which event a motion made and adopted with reference to the subject shall preclude the Chairperson's action.

G. DISCHARGE OF COMMITTEE.

The Board may, by a majority vote of all its members, discharge any Committee from further consideration of any matter referred to the Committee for general referral if the motion to discharge was properly placed upon the meeting agenda at which action is desired. Any motion to discharge that does not appear on the agenda of the meeting at which action is desired, shall require a two-thirds (2/3) vote of all members elected and serving for passage.

H. MOTION TO CLEAR THE FLOOR.

If, in the judgment of the Chairperson, there is a confusion of Parliamentary procedure existing, the Chairperson shall have the right to request a "motion to clear the floor" which motion, if made and seconded, shall be undebatable, shall take precedence over all other motions, shall be forthwith put by the Chairperson, and if carried, shall clear the floor completely and with the same effect as if all matters on the floor were withdrawn. The motion to clear the floor shall not be reconsidered; but its passage shall not limit the right of any member to move the reconsideration of any other matter in the same manner as, but for the passage of the motion to clear the floor, would be in accordance with these Rules.

I. PUBLIC MEETINGS.

Board meetings shall be open to the public as required by the Open Meetings Act, 1976 PA 267.

J. COMMENTS FROM THE FLOOR.

Only members of the Ingham County Board of Commissioners shall be given the floor to speak during any Board meeting except:

1. Anyone who desires to speak under Subsection B, Number 1, and J of this article; and
2. County officials and/or personnel may speak with the consent of the majority of the Board members present; and
3. Any person who, with the consent of the Chairperson of the Board and/or the Chairperson and/or a majority of any Board Committee, has been given permission to be listed in an appropriate place on the agenda for the purpose of that presentation at the meeting; and
4. Under public comment, each person shall be permitted to speak once during each meeting for three (3) minutes, except that if it appears a large number of people wish to speak at a meeting the Chairperson may ask those wishing to speak to identify themselves and if there are more than 20 may announce that the allotted time per person will be two (2) minutes, except where extended privileges are granted by the Chairperson; and
5. The Clerk of the Board with the consent of the Chairperson.

K. PARLIAMENTARY AUTHORITY.

Mason's Manual of Legislative Procedure, shall govern all questions of procedures which are not otherwise provided by the Rules, or by State law.

L. USE OF CELL PHONES.

During meetings of the Board, including Committee meetings, all cell phones or other electronic devices shall be turned off or set to "mute" or "vibrate" in order to avoid disruption.

Commissioners choosing to answer cell phone calls shall leave the table, and if necessary, the room, in order to avoid disruption. Notices of Board and Committee meetings shall include a request that all cell phones or other electronic devices be turned off or set to “mute” or “vibrate” in order to avoid disruption during the meeting. Disruption of a meeting by inappropriate use of a cell phone may be addressed in the same manner as other inappropriate disruptions.

VI.

FINANCE

A. SALARIES.

The salary of each elected official shall be fixed by the Board according to the provisions of the law.

B. BOARD COMPENSATION.

Members of the Board and its Committees shall be compensated for their duties and their Committee work at such rates and such amounts as the Board, by resolution, in accordance with State law, shall determine.

C. EXTRA COMPENSATION.

The Board shall not grant or authorize extra compensation to any public officer, agent or contractor after the services have been rendered or the contract entered into.

D. BUDGET LIMITATIONS.

Except as may be otherwise required by law or Board Resolution, no County board, agency, or officer whose budget is in whole or in part subject to the jurisdiction of the Board shall exceed or commit itself to exceed its budget or any line item thereof without prior approval of the Board.

VII.

ADMINISTRATION

A. FORM OF REPORTS AND COMMUNICATIONS.

All written reports and communications to the Board and its Committees and members from any office, agency or employee of the County shall be upon 8-1/2 by 11 inch paper.

B. NOTICE OF BOARD ACTION.

When the Board has acted upon a written request or demand for action presented to the Board from other than among its membership, the Board of Commissioners' Office shall promptly notify the person or agency making the request or demand of the Board's action thereon.

C. SCHEDULE OF CLAIMS.

At the end of each regular and adjourned regular meeting of the Board, the County Clerk shall provide the Board with a schedule of the claims to be considered for allowance or disallowance in accordance with Resolution #07-315.

D. MINUTES.

A copy of the minutes of each Board meeting shall be prepared and transmitted to each Board member promptly. The County Clerk or their designee, shall prepare minutes as required by the Open Meetings Act, 1976 PA 267.

All resolutions finally adopted by the Board in each calendar year shall be consecutively numbered immediately by the Clerk of the Board in the order of their adoption, which number shall be prefixed with the last two digits of the year of its adoption and a hyphen. Thus, the third resolution adopted in 2019 would be designated "RESOLUTION NO. 19-03". As each resolution is finally adopted, the Clerk of the Board shall assign its proper number, which shall appear at the head of said resolution as finally adopted in the minutes as shown above.

E. BUDGET AND SALARY DETAIL.

When the tentative budget and when the budget itself is submitted to the Board by the Finance Committee, as provided in these Rules, the Controller/Administrator shall provide each member of the Board with a copy of the full budget and salary schedule and such other information as required in the Uniform Budgeting Act, 1978 PA 621.

F. MEMBERS' MANUAL.

As soon as possible after the adoption of these Rules, the Director, Board of Commissioners' Office shall make available the following information:

1. Names, addresses and telephone numbers (home and business) of all Board members.
2. The most current Board Rules, as amended.
3. The positions, names and addresses of all Board appointees, with the date of their original appointment to said board and the date which their current term expires.
4. The notebook or manual shall also include such other information as the Board, by resolution, from time to time directs.
5. The County Ethics Policy.

The Director, Board of Commissioners' Office shall update this information as necessary.

G. COPIES OF PARLIAMENTARY AUTHORITY.

The Director, Board of Commissioners' Office shall provide each member a copy of Mason's Rules of Order.

H. RELEASE OF ATTORNEY-CLIENT PRIVILEGED COMMUNICATIONS.

Attorney-client privileged communications may be released to persons and/or the general public under the following conditions:

1. A county commissioner requests the release of an Attorney-client privileged communication.
2. The county attorney provides their opinion regarding the release of such privileged communication to the County Services Committee. The county attorney will determine if disclosure could have any negative effect on pending litigation or other legal matters.
3. The County Services Committee shall make a recommendation to the full Board of Commissioners.

VIII.

TITLES AND SUBTITLES

The title and subtitles of these Rules, and the citations appended thereto, are for convenience only, and shall not be considered as part of these Rules.

IX.

AMENDMENT TO AND EFFECTIVE DATE OF THESE RULES

- A. These Rules may be amended, suspended, or rescinded only by a majority vote of all of the Commissioners elect. They shall remain in effect until rescinded or amended.
- B. Any amendment to these Rules properly presented to the Board of Commissioners and adopted, shall take immediate effect unless otherwise stated by the Board at the time of adoption.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RESCINDING RESOLUTION #06-292 REQUIRING CERTAIN
ADVISORY BOARDS, COMMISSIONS, AND COMMITTEES THAT EVALUATE EMPLOYEES TO
SUBMIT THE EVALUATIONS TO THE INGHAM COUNTY BOARD OF COMMISSIONERS**

RESOLUTION # 19 –

WHEREAS, Resolution #06-292 required certain advisory boards and commissions that evaluate employees to submit the evaluations to the Ingham County Board of Commissioners; and

WHEREAS, due to restructuring and changes in oversight of certain positions within the County of Ingham, this resolution is no longer necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby rescinds Resolution #06-292 Requiring Certain Advisory Boards, Commissions, and Committees that Evaluate Employees to Submit The Evaluations to the Ingham County Board of Commissioners effective upon the adoption of this resolution.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 06/04/2019**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION REAFFIRMING RESOLUTION #06-115
TO ESTABLISH A POLICY ON THE COUNTY ORIENTATION OF COUNTY APPOINTEES TO
CERTAIN BOARDS, COMMISSIONS, AND COMMITTEES**

RESOLUTION # 19 –

WHEREAS, the Board of Commissioners appoint County residents to a variety of advisory boards, commissions and committees which are essential to the function of Ingham County Government; and

WHEREAS, certain advisory boards, commissions and committees have the ability to independently solicit bids and contract for services and it is important for them to be made aware of certain Ingham County policies and procedures; and

WHEREAS, Resolution #06-115 established a policy regarding orientation of county appointees to certain boards, commissions, and committees and the Board of Commissioners wish to reaffirm this policy.

THEREFORE BE IT RESOLVED, that all Ingham County appointees to advisory boards, commissions and committees will receive copies of Ingham County's social media and attendance policies.

BE IT FURTHER RESOLVED, that all future Ingham County appointees to advisory boards, commissions and committees will receive copies of the county ethics policy, social media and attendance policies along with their appointment notifications.

BE IT FURTHER RESOLVED, that the directors of Community Health Center Board, Fair Board and Parks Commission shall conduct orientations with Ingham County appointees on County Ethics, Purchasing, Living/Prevailing Wage, Equal Employment Opportunity Committee, Travel and Open Meetings Act Policies as appropriate.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners urges that non-county appointed directors of other boards, commissions and committees such as Community Mental Health Authority and the Capital Region International Airport Authority provide orientations on appropriate county and organizational specific policies and practices.

BE IT FURTHER RESOLVED, that the Board of Commissioners' Office will distribute copies of this resolution to all Ingham County advisory boards and commissions and committees.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 06/04/2019**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING AN INTERVIEW PROCESS FOR MAKING APPOINTMENTS
TO ADVISORY BOARDS/COMMISSIONS**

RESOLUTION # 19 –

WHEREAS, the Board of Commissioners appoints citizens to advisory boards and commissions; and

WHEREAS, applicants for these advisory boards and commissions are interviewed by the various Liaison Committees; and

WHEREAS, the interview process is an important part of ensuring that the most qualified applicants are selected to serve on Ingham County's boards and commissions; and

WHEREAS, a Board Rules/Appointments Subcommittee was appointed to review the Board Rules, Ethics Policy and procedures and policies currently in place overseeing advisory boards and commissions; and

WHEREAS, it is the recommendation of the Board Rules/Appointments Subcommittee that a uniform interview process be established for appointments to the various boards and commission; and

WHEREAS, to assist in the interview process, the Board Rules/Appointments Subcommittee also recommends that applicants have the option to submit resumes.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby establishes the attached interview process whereby applicants are interviewed on an individual basis and asked a series of standardized questions, subject to follow-up questions if necessary.

BE IT FURTHER RESOLVED, that members of the Committee are free to ask additional questions.

BE IT FURTHER RESOLVED, that the Liaison Committee Chair has the option to waive this process in cases where it is not necessary to interview the applicants individually.

BE IT FURTHER RESOLVED, that the advisory board/commission application will be amended to reflect that applicants have the option to submit resumes if desired.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 06/04/2019**

SCRIPT AND QUESTIONS FOR APPOINTEES TO BOARDS AND COMMISSIONS

At this point in our agenda we will be interviewing potential appointees for _____ board/commission. This is a public meeting and all members of the public are welcome to stay during the interview process. However, we do ask that out of respect for their fellow interviewees, that all potential candidates please step out of the room and wait to be called in so that we may interview each candidate one at a time.

Mr./Ms./Mx. _____. Thank you for applying to serve on _____ commission/board. We have a set of questions we would like to ask as part of the interview process. Members of the committee may have additional follow-up questions based on your response.

1. Why are you interested in serving on this board/commission?
2. What do you see as the main focus of this board/commission?
3. What unique skills or qualifications do you have that would benefit the work of this board/commission?
4. Are there specific issues that you hope to address as a member of this board/commission?
5. What is the biggest challenge or opportunity you think this board/commission will face in the course of the next year?

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING AN APPOINTMENT TO THE POTTER PARK ZOO BOARD

RESOLUTION # 19 –

WHEREAS, several vacancies exist on the Potter Park Zoo Board; and

WHEREAS, the County Services Committee has interviewed those interested in serving on the Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints

Cindy Kangas, 944 South Cedar #5, Mason 48854

to the Potter Park Zoo Board to a term expiring December 31, 2021.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 06/04/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A TWO-YEAR EXTENSION TO THE CONTRACT WITH THE
STATE OF MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS) FOR
THE ACCESS AND USE OF THE MICHIGAN CENTRALIZED
BIRTH CERTIFICATION SYSTEM (MiCBCS)**

RESOLUTION # 19 –

WHEREAS, Resolution #16-387 authorized Ingham County, in conjunction with the Ingham County Clerk, to contract with MDHHS for access to the MiCBCS, which is utilized to quickly access, verify, and provide quality certified copies of birth records for those individuals born in Ingham County; and

WHEREAS, there are fees collected from customers for the service and remitted to MDHHS for access of the MiCBCS, and they are as follows:

- non-state-only records are \$4 for the first copy and \$1 for each additional copy;
- state-only records are \$34 for the first copy and \$16 for each additional copy; and
- state-only senior citizen records are \$14 for the first copy and \$16 for each additional copy; and

WHEREAS, pursuant to Resolution #17-21, the Ingham County Clerk collects \$10.00 per transaction for records issued from the MiCBCS irrespective of the number of certified copies processed and remits said funds to the General Fund; and

WHEREAS, the contract authorized by Resolution #16-387 expires after September 30, 2019; and

WHEREAS, the Ingham County Clerk desires to extend this contract for two more years (extension period: October 1, 2019 – September 30, 2021) in order to continue offering the highest level of customer service to Ingham County residents.

THEREFORE BE IT RESOLVED, that the Board of Commissioners, in conjunction with the Ingham County Clerk, hereby authorizes a two-year extension to the contract with the MDHHS for access to and usage of the MiCBCS.

BE IT FURTHER RESOLVED, that the two-year extension shall run October 1, 2019 to September 30, 2021.

BE IT FURTHER RESOLVED, that Resolutions #16-387 and #17-21 otherwise remain in effect.

BE IT FURTHER RESOLVED, that the applicable MiCBCS fees to be collected and remitted to the MDHHS shall not exceed \$10,000 per year.

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to sign any necessary documents on behalf of the County after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

Nays: None **Absent:** Koenig **Approved 06/04/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** None **Approved 06/05/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT AN ULTRASOUND DONATION FROM THE POTTER PARK
ZOOLOGICAL SOCIETY**

RESOLUTION # 19 –

WHEREAS, the Potter Park Zoological Society is a private, 501c (3) nonprofit, fundraising organization that raises funds to support the Potter Park Zoo; and

WHEREAS, the Potter Park Zoo Veterinarian identified the need for a specialized ultrasound machine that will provide significant improvement in the monitoring of animal health through high quality images; and

WHEREAS, an anonymous donor has offered to fund a new ultrasound machine for the Potter Park Zoo animal health department through the Potter Park Zoological Society; and

WHEREAS, Ingham County Animal Control will be able to utilize the current Zoo ultrasound; and

WHEREAS, the new ultrasound is valued at \$35,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the ultrasound donation from the Potter Park Zoological Society valued at \$35,000.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

Nays: None **Absent:** Koenig **Approved 06/04/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** None **Approved 06/05/2019**

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE REORGANIZATION OF POTTER PARK ZOO

RESOLUTION # 19 –

WHEREAS, Potter Park Zoo is an accredited Association of Zoos and Aquariums (AZA) facility which must maintain or exceed the standards as put forth by AZA; and

WHEREAS, a reorganization of the Zoo's animal care positions provides a more effective structure to meet the changing standards of the AZA; and

WHEREAS, creating a part-time clerk position allows for additional consistency in the Zoo's financial department; and

WHEREAS, Potter Park Zoo is funded by a County millage and there are sufficient funds in the Zoo budget for the proposed new positions; and

WHEREAS, personnel costs provided by the budget department show there is combined savings of \$8,088 at Step 8 for the proposed positions; and

WHEREAS, the United Auto Workers (UAW) Local 2256 – Zoo Unit and Teamsters Local 243 – Potter Park Zoo Supervisory Unit support the proposed reorganization.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a reorganization to create the following new positions: (1) Animal Care Supervisor, (1) Animal Programs Manager, (1) Part-time Account Clerk, and (2) Zookeeper 400; eliminate the following positions: General Curator, Registrar, and Head Keeper; and amend the following job descriptions: Zookeeper 400 and Zookeeper 500.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget adjustments to the 2019 and 2020 budgets.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 06/04/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** None **Approved 06/05/2019**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LETTER OF UNDERSTANDING WITH THE CCLP SUPERVISORY OFFICERS UNIT REGARDING ADJUSTMENT OF THE 2018 BASE SALARY SCHEDULE FOR THE POSITION OF CAPTAIN

RESOLUTION # 19 –

WHEREAS, an agreement has been reached between Ingham County and the CCLP Supervisory Officers Unit for the period January 1, 2018 through December 31, 2020 (Agreement); and

WHEREAS, during negotiations for this Agreement, the parties mutually agreed to add \$2,000 to the 2018 base salary schedule for Captain, to be effective in the first full pay period in 2018; and

WHEREAS, this agreement was inadvertently omitted from the draft document titled “Agreement” as ratified by the parties; and

WHEREAS, it has been agreed to between the parties to include in the 2018 – 2020 Supervisory Agreement the addition of \$2,000 to the 2018 base salary schedule for Captain, to be effective in the first full pay period in 2018;

THEREFORE, BE IT RESOLVED that the Ingham County Board of Commissioners authorizes the Human Resources Director to enter into a Letter of Agreement with the CCLP Supervisory Officers Unit to include in the 2018 – 2020 Agreement the addition of \$2,000 to the 2018 base salary schedule for Captain, to be effective in the first full pay period in 2018, subject to approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

Nays: None **Absent:** Koenig **Approved 06/04/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** None **Approved 06/05/2019**

**LETTER OF UNDERSTANDING
BETWEEN
COUNTY OF INGHAM
AND
SCOTT WRIGGELSWORTH, INGHAM COUNTY SHERIFF
AND
CAPITOL CITY LABOR PROGRAM (CCLP) INC.
FOR
SUPERVISORY OFFICERS UNIT**


WHEREAS, an agreement has been reached between Ingham County and the CCLP Supervisory Officers Unit for the period January 1, 2018 through December 31, 2020 (Agreement); and

WHEREAS, during negotiations for this Agreement, the parties mutually agreed to add \$2,000 to the 2018 base salary schedule for the position of Captain, to be effective in the first full pay period in 2018; and

WHEREAS, this agreement was inadvertently omitted from the draft document titled "Agreement" as ratified by the parties;

NOW THEREFORE, IT IS HEREBY AGREED between the parties to include in the 2018 – 2020 Supervisory Agreement the addition of \$2,000 to the 2018 base salary schedule for Captain, to be effective in the first full pay period in 2018;

THEREFORE BE IT RESOLVED that the Ingham County Board of Commissioners authorizes the Human Resources Director to enter into a Letter of Agreement with the CCLP Supervisory Officers Unit to include in the 2018 – 2020 Agreement the addition of \$2,000 to the 2018 base salary schedule for Captain, to be effective in the first full pay period in 2018, subject to approval as to form by the County Attorney.



Scott Wriggelsworth, Sheriff

5-20-19

Date



Tom Krug, CCLP Executive Director

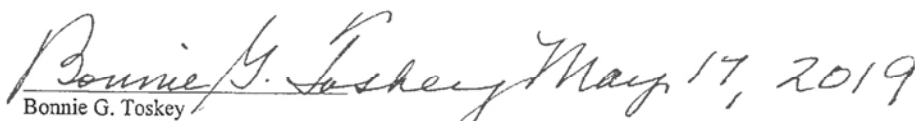
5-20-19

Date

Sue Graham, Human Resources Director

Date

APPROVED AS TO FORM FOR INGHAM COUNTY:
COHL, STOKER, TOSKEY, P.C.



Bonnie G. Toskey

2017 with \$2,000 added

EFFECTIVE DATE	DESCRIPTION	STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
12/24/2016	CAPTAINS	1	\$38.4979	\$307.9833	\$3,079.8300	\$80,075.6500
12/24/2016	CAPTAINS	2	\$38.7823	\$310.2578	\$3,102.5800	\$80,667.0400
12/24/2016	CAPTAINS	3	\$39.0665	\$312.5324	\$3,125.3200	\$81,258.4300
12/24/2016	CAPTAINS	4	\$39.3529	\$314.8233	\$3,148.2300	\$81,854.0500
12/24/2016	CAPTAINS	5	\$39.6368	\$317.0937	\$3,170.9400	\$82,444.3700

2018 with 1% added

EFFECTIVE DATE	DESCRIPTION	STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
01/02/2018	CAPTAINS	1	\$38.8829	\$311.0631	\$3,110.6300	\$80,876.4100
01/02/2018	CAPTAINS	2	\$39.1700	\$313.3604	\$3,133.6000	\$81,473.7100
01/02/2018	CAPTAINS	3	\$39.4573	\$315.6577	\$3,156.5800	\$82,071.0100
01/02/2018	CAPTAINS	4	\$39.7465	\$317.9715	\$3,179.7200	\$82,672.5900
01/02/2018	CAPTAINS	5	\$40.0331	\$320.2647	\$3,202.6500	\$83,268.8100

2018 with salary scale adj of .5%

EFFECTIVE DATE	DESCRIPTION	STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
01/02/2018	CAPTAINS	1	\$39.0773	\$312.6184	\$3,126.1800	\$81,280.7900
01/02/2018	CAPTAINS	2	\$39.3659	\$314.9272	\$3,149.2700	\$81,881.0800
01/02/2018	CAPTAINS	3	\$39.6545	\$317.2360	\$3,172.3600	\$82,481.3700
01/02/2018	CAPTAINS	4	\$39.9451	\$319.5613	\$3,195.6100	\$83,085.9500
01/02/2018	CAPTAINS	5	\$40.2333	\$321.8660	\$3,218.6600	\$83,685.1500

2019 with 2% added

EFFECTIVE DATE	DESCRIPTION	STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
01/05/2019	CAPTAINS	1	\$39.8589	\$318.8708	\$3,188.7100	\$82,906.4100
01/05/2019	CAPTAINS	2	\$40.1533	\$321.2258	\$3,212.2600	\$83,518.7000
01/05/2019	CAPTAINS	3	\$40.4476	\$323.5808	\$3,235.8100	\$84,131.0000
01/05/2019	CAPTAINS	4	\$40.7441	\$325.9526	\$3,259.5300	\$84,747.6700
01/05/2019	CAPTAINS	5	\$41.0379	\$328.3033	\$3,283.0300	\$85,358.8500

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION SUPPORTING THE INGHAM COUNTY CULTURAL DIVERSITY COMMITTEE'S
FIRST ANNUAL INGHAM COUNTY'S UNITY IN THE COMMUNITY**

RESOLUTION # 19 –

WHEREAS, the Ingham County Cultural Diversity Committee hosted a successful luncheon this year and is proud to say that Ingham County has a culturally diverse and changing population displayed in terms of many characteristics, including ethnicity, race, gender and religion; and

WHEREAS, in addition to the established luncheon initiative, it is the goal of the Cultural Diversity Committee to remain active throughout the year by educating, raising awareness and providing a positive environment that promotes diversity and inclusion for all; and

WHEREAS, employee survey results suggested that the Cultural Diversity Committee sponsor additional enrichment events that promote diversity; and

WHEREAS, in keeping with the strategic plan to promote respect for diversity, the Committee is initiating efforts to have an additional event this year to celebrate Ingham County's continued unity efforts; and

WHEREAS, this employee-community engagement event entitled "Ingham County's Unity in the Community" will highlight Ingham County's diversity and is scheduled for Friday, September 20, 2019 from 5:30 pm – 8:30 pm at Hawk Island Park.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulates the Ingham County Cultural Diversity Committee on a successful 2019 Diversity Luncheon and supports the first annual "Ingham County's Unity in the Community" event.

BE IT FURTHER RESOLVED, that \$2,500 shall be appropriated from the Contingency Fund for this event and the Controller/Administrator is authorized to make the necessary budget adjustments.

BE IT FURTHER RESOLVED, that employees, as well as their family and friends, are encouraged to attend the first annual "Ingham County's Unity in the Community" event.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Maiville, Naeyaert

Nays: None **Absent:** Koenig **Approved 06/04/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** None **Approved 06/05/2019**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING AN APPOINTMENT TO THE YOUTH COMMISSION

RESOLUTION # 19 –

WHEREAS, several vacancies exist on the Ingham County Youth Commission; and

WHEREAS, the Human Services Committee has interviewed those interested in serving on the Commission.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints

Ismael Jaber, 4392 Greenwood Dr, Okemos 48864

to the Ingham County Youth Commission to a term expiring August 31, 2022.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert

Nays: None **Absent:** None **Approved 06/03/2019**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION MAKING AN APPOINTMENT TO THE
COMMUNITY HEALTH CENTER BOARD**

RESOLUTION # 19 –

WHEREAS, several vacancies exist on the Community Health Center Board; and

WHEREAS, the Human Services Committee interviewed applicants interested in serving on this Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints

Rachel Ruddock, 3895 Raleigh Drive, Okemos 48864

to the Community Health Center Board for a term expiring December 31, 2019.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 06/03/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EXTENSION TO THE INTER-LOCAL AGREEMENT WITH
MID STATE HEALTH NETWORK (MSHN)**

RESOLUTION # 19 –

WHEREAS, Section 6226(1) of Public Act 368 of 1978, as amended, provides for designation of a Coordinating Agency to administer substance use disorder services subject to the approval of the affected county board or boards of commissioners; and

WHEREAS, the Mid-State Health Network (MSHN) is a Pre-Paid inpatient Health Plan/Regional Entity and new Medicaid Managed Care Organization for Michigan's behavioral health and substance use disorder services for twenty one counties including Ingham County; and

WHEREAS, MSHN is the Medicaid Managed Care Organization for mental health, developmental disability, and substance use disorder services (what are often called behavioral health services) covering for the tri-county community and eighteen other counties in the center of state; and

WHEREAS, through Resolution #14 – 386 an inter-local agreement was authorized and MSHN was designated as Ingham County's Coordinating Agency for administering Substance Use Disorder services under Public Act 368 of 1978, as amended, effective October 1, 2014.

THEREFORE BE IT RESOLVED, that an extension to the inter-local agreement be entered into with MSHN for the establishment of a substance use disorder policy board that includes a provision for the distribution of liquor tax funds in an amount not to exceed one-half of liquor tax revenues received by Ingham County for a three - year time period beginning when the agreement is fully executed.

BE IT FURTHER RESOLVED, MSHN will provide Ingham County with substance abuse services and accounting and audit reports consistent with the requirements of the Michigan Department of Treasury, demonstrating its use of funds received from Ingham County from liquor tax revenues, which use shall be in accordance with the requirements of MCL 211.24(e).

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 06/03/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** None **Approved 06/05/2019**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND STAFFING SERVICES AGREEMENT WITH CROSS COUNTRY

RESOLUTION # 19 –

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the Cross Country Agreement (Resolution #19-075) to include the Community Health Centers (CHCs) by adding temporary placements to sustain access to care for the patient panels of the recently vacated physician positions; and

WHEREAS, through Resolution #19-075, the agreement with Cross Country staffing for the placement of clinical staffing, including Certified Nursing Assistants, Nurses, Medical Assistants, Licensed Practical Nurses, was amended to include medical providers (Nurse Practitioners, Physician Assistants, and Physicians) through Cross Country's subsidiary, Medical Doctors Associates; and

WHEREAS, ICHD is experiencing critical staffing levels in CHC operations as a result of two recent vacancies in physician positions; and

WHEREAS, in order to avert negative impacts of provider staff vacancies to service delivery and quality of care for Health Center patients, ICHD would like to amend the Cross Country agreement to include the CHCs for temporary placements to sustain access to care for the patient panels of the recently vacated physician positions; and

WHEREAS, through this amended agreement, CHC operations can maintain adequate primary care provider staffing and service levels with temporary placements while permanent placements are recruited and hired into the vacant county physician positions; and

WHEREAS, this amendment totaling \$250,000 will be effective June 1, 2019 through March 30, 2020; and

WHEREAS, the costs associated with contractual staffing to fill employment vacancies for the physician positions are offset by unexpended salary and fringe budgeted for those positions; and

WHEREAS, the total costs of contractual staff even in a high vacancy year, would not exceed the total contractual, salary and fringe amounts budgeted in any given fiscal year; and

WHEREAS, the Ingham Community Health Center Board supports the amending of the Cross County Staffing Agreement to include the CHCs with temporary provider Placements; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners amend the existing Cross County Staffing Agreement to include the CHCs for temporary provider placements for a total amount not to exceed \$250,000 effective June 1, 2019 through March 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends the existing Cross County Staffing Agreement to include the Community Health Centers for temporary provider placements for a total amount not to exceed \$250,000 effective June 1, 2019 through March 30, 2020.

BE IT FURTHER RESOLVED, that through this amendment, the CHC operations can maintain adequate staffing and service levels with temporary placements while permanent placements are recruited and hired into the vacant County positions.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the county after approval as to form by the County Attorney.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert

Nays: None **Absent:** None **Approved 06/03/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** None **Approved 06/05/2019**

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH NORTHWEST INITIATIVE FOR DAY REPORTING SERVICES AND SENTINEL, INC. FOR ELECTRONIC MONITORING SERVICES AS AUTHORIZED BY THE JUSTICE MILLAGE

RESOLUTION # 19 –

WHEREAS, on August 7, 2018 the Ingham County Board of Commissioners approved the Justice Millage; and

WHEREAS, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons”; and

WHEREAS, on November 27, 2018 the Board of Commissioners adopted a Resolution 18-497 that included \$100,600 to fund community based programs, including \$52,000 for Day Reporting and \$20,000 which will supplement the current general fund allocation (\$50,000) for Electronic Monitoring services; and

WHEREAS, current vendors Northwest Initiative and Sentinel, Inc. are willing and prepared to provide program services to the County through a Justice Millage funded contract through December 31, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering a contract with Northwest Initiative for Day Reporting services in an amount not to exceed \$52,000 and with Sentinel, Inc. in an amount not to exceed \$20,000 for the period from the date of a fully executed contract through December 31, 2019.

BE IT FURTHER RESOLVED, that funds for these contracts will come from the Justice Millage.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2019 budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution and upon approval as to form by the County Attorney.

LAW & COURTS: Yeas: Slaughter, Celentino, Crenshaw, Polsdofer, Trubac
Nays: None **Absent:** Koenig, Schafer **Approved 05/30/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** None **Approved 06/05/2019**

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE SUBMISSION OF A GRANT APPLICATION AND ENTERING INTO A CONTRACT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS FOR INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS AND ENTERING INTO PROGRAM SUBCONTRACTS FOR FY 2019-2020

RESOLUTION # 19 –

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the original Ingham County/City of Lansing Community Corrections Comprehensive Plan in 1991; and

WHEREAS, the State Community Corrections Advisory Board approved the Funding Application and Plan for FY 2019-2020; and

WHEREAS, the FY 2019-2020 Application provides for the following CCAB Plans and Services programming: Relapse Prevention and Recovery (\$67,898) to be provided by CEI CMH; Gatekeeper services (\$4,069) to be provided by the CCAB Staff Consultant; MRT Cognitive Change Groups (\$26,082) to be provided by Prevention and Training Services; Domestic Violence Intervention Groups (\$12,000) to be provided by Prevention and Training Services; Opioid Specific Program services (\$55,000) to be provided by Tri County Community Adjudication Program; Day Reporting services (\$40,274) to be provided by Northwest Initiative – ARRO; and, Electronic Monitoring Services for Pretrial defendants (\$10,134) to be provided by Sentinel, Inc., for a subcontracted program total of \$215,457 for the time period of October 1, 2019 through September 30, 2020; and

WHEREAS, the FY 2019-2020 Application also provides funding for a special part-time Pretrial Services Investigator (\$25,683) to enhance the community supervision capacity of 30th Circuit Court Pretrial Services and for CCAB Administration in the amount of \$50,422 for a Plans and Services total of \$291,562 for the time period of October 1, 2019 through September 30, 2020; and

WHEREAS, Ingham County is also provided with availability of a projected average daily population of 30 residential beds and with M.D.O.C. in the amount of \$531,075 and 1.23 beds per day funded with Drunk Driver Jail Reduction – Community Treatment Program (DDJR-CTP) grant funds in the amount of \$21,169 contracting directly with residential providers rather than with local jurisdictions for a projected total value of \$552,244; and

WHEREAS, pursuant to the FY 2019-2020 Application, the County may enter into subcontracts for the purpose of implementing Plans and Services programs and services identified in the Community Corrections Plan and Application; and

WHEREAS, the Subcontractors for Plans and Services programming are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an Agreement with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections for FY 2019-2020 in the amount of \$291,562 in CCAB Plans and Services and Administration funds for the time period of October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts for CCAB Plans and Services programming from October 1, 2019 through September 30, 2020 with Prevention and Training Services for the cost of MRT Change Groups for a cost not to exceed \$26,082; with Prevention and Training Services for the cost of Domestic Violence Intervention Groups for a cost not to exceed \$12,000; with Tri County Community Adjudication Program for the cost of Opioid Specific Program services not to exceed \$55,000; with CEI Community Mental Health for the actual cost of Relapse Prevention and Recovery services not to exceed \$67,898; with Northwest Initiative - ARRO for the actual cost of Day Reporting services not to exceed \$40,274; and with Sentinel, Inc. for the actual cost of electronic monitoring services for Pretrial defendants not to exceed \$10,134.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the continued funding of a special part-time (19 hours per week) Pretrial Services Investigator position at the ICEA PRO06 salary grade not to exceed \$25,683.

BE IT FURTHER RESOLVED, that entering into the subcontracts and maintaining the Pretrial Services Investigator position are contingent upon entering into the Agreement with the State.

BE IT FURTHER RESOLVED, that the subcontracts and Pretrial Services Investigator position are contingent throughout the subcontract period on the availability of grant funds from the State of Michigan for these purposes.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts\subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

LAW & COURTS: Yeas: Slaughter, Celentino, Crenshaw, Polsdofer, Trubac

Nays: None **Absent:** Koenig, Schafer **Approved 05/30/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** None **Approved 06/05/2019**