

CHAIRPERSON
DEB NOLAN

VICE-CHAIRPERSON
REBECCA BAHAR-COOK

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
KARA HOPE
SARAH ANTHONY
BRIAN McGRAIN
DEB NOLAN
DON VICKERS
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, JANUARY 14, 2013 AT 6:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [December 3, 2012 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Veterans Affairs - Discussion: *Potential Use of Contingency Funds and Potential Increase of PA 214 Due to [Increased Demand](#)*
2. MSU Extension - Resolution to Authorize a Contract with Capital Area United Way to Provide Administrative Oversight and Programming Leadership to the Community [Coalition for Youth](#) for 2013
3. Health Department
 - a. Resolution to Authorize a Memorandum of Understanding Between St. Vincent Catholic Charities, Microenterprise Childcare Program of Michigan and Ingham County to Serve [Refugee Families](#)
 - b. Resolution to Authorize an Agreement with the Greater Lansing [Food Bank](#) to Support Implementation of the Food Security Plan
 - c. Resolution to Amend the [Infectious Disease](#) Physician Services Agreement with Michigan State University's College of Osteopathic Medicine – Tuberculosis Program
 - d. Resolution to Authorize an Amended 2012-2013 [AmeriCorps](#) Grant
 - e. Resolution to Amend the Collaborative Agreement with the [Capital Area United Way](#)
 - f. Resolution to Authorize an Agreement with the [Capital Area Health Alliance](#)
 - g. Resolution to Authorize an Agreement with [Itentive Healthcare Solutions](#)
 - h. Resolution to Authorize a Contract with Washtenaw County Health Department to Deliver a [Workshop](#) in Health Equity and Social Justice
 - i. Resolution to Authorize [Amendment #1](#) to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health
 - j. Resolution to Authorize an Amendment to the Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Provide [Early Head Start](#) Services in Shiawassee County
 - k. Resolution Honoring [Linda Hirai](#)

Announcements
Public Comment
Adjournment

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

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 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

HUMAN SERVICES COMMITTEE
December 3, 2012
Minutes

Members Present: Deb Nolan, Todd Tennis, Andy Schor, Brian McGrain, Don Vickers, and Steve Dougan

Members Absent: None

Others Present: Board Chairperson Copedge, Jared Cypher, Chuck Gray, Deb Brinson, Renée Branch Canady, Michelle Rutkowski, John Jacobs, Molly Polverento and others.

The meeting was called to order by Chairperson Nolan at 6:30 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the November 19, 2012 Minutes

The November 19, 2012 Minutes were approved as submitted.

Additions to the Agenda

- 2c. Substitute - Resolution to Adopt the Schedule of Discounts and Co-Pay Schedule
(Chairperson Nolan noted the change is highlighted in yellow)
- 2d. Substitute - Resolution to Authorize the ~~Reclassification~~ **Conversion** of a Community Health Representative III (~~Position #601177~~) to a Community Health Representative IV
- 2i. Late – Resolution to Authorize the 2012 – 2013 Schedule A Addendum to the Blue Cross Blue Shield Administrative Services Agreement for Services to Ingham County Jail Inmates.

Limited Public Comment

None.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. VICKERS, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

- 1. MSU Extension - Resolution to Authorize an Amendment to the Agreement for Michigan State University Extension Services Between Michigan State University and Ingham County Approving the Annual Work Plan for 2013
- 2. Health Department
 - a. Resolution to Authorize Dental Service Contracts with Licensed Dentists for 2013
 - b. Resolution to Authorize Dental Services Agreements at the Ingham County Jail
 - c. Resolution to Adopt the Schedule of Discounts and Co-Pay Schedule

- e. Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University to Provide Infectious Disease Physician Services Within the Health Department's HIV Continuum of Care Program
- f. Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University Funded through the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS Healthcare Program
- g. Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services in the Women's Health Center
- h. Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services at the Ingham County Jail
- i. Resolution to Authorize the 2012 – 2013 Schedule A Addendum to the Blue Cross Blue Shield Administrative Services Agreement for Services to Ingham County Jail Inmates.

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. VICKERS, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

2. Health Department

- d. Resolution to Authorize the ~~Reclassification~~ Conversion of a Community Health Representative III (~~Position #601177~~) to a Community Health Representative IV

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION TO AUTHORIZE THE ~~RECLASSIFICATION~~ CONVERSION OF A COMMUNITY HEALTH REPRESENTATIVE III (~~POSITION—#601177~~) TO A COMMUNITY HEALTH REPRESENTATIVE IV.

Comm. McGrain asked for a brief explanation of the resolution. Dr. Branch Canady informed the Committee the additional funding has been received but is not enough to establish a position; therefore, an employee's responsibilities will increase along with applying a different step. Ms. Brinson described the additional sealant work. Comm. McGrain asked if these are temporary funds. Ms. Brinson stated the funds are ongoing, then, explained the State is issuing the funds toward a major sealant initiative for young people in school to prevent cavities.

Dr. Branch Canady and Ms. Brinson informed the Committee that Ms. Wilson, a school teacher, at Willow was acknowledged at the Health Center annual meeting for her work with the sealant program.

MOTION CARRIED UNANIMOUSLY.

3. Controller/Administrator

- a. Resolution Approving Various Contracts for the 2013 Budget Year

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2013 BUDGET YEAR.

Comm. Dougan questioned the change in revenue contracts “Services Provided to Clinton County” stating they have remained stable over the years. Mr. Cypher stated he will provide Comm. Dougan with more information regarding the projected increase.

MOTION CARRIED UNANIMOUSLY.

- b. Resolution Authorizing the Controller to Make Year End Budget Adjustments and to Amend the 2013 Parks Budget

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION AUTHORIZING THE CONTROLLER TO MAKE YEAR END BUDGET ADJUSTMENTS AND TO AMEND THE 2013 PARKS BUDGET.

Comm. Dougan questioned the Community Health Center Network Fund (511) deficit. Ms. Brinson attributed the deficit to the implementation and learning curve relating to the Electronic Medical Records (EMR), in addition to, a larger number of uninsured patients. Comm. Dougan asked for a general breakdown of the deficit.

Ms. Brinson informed the Committee that almost all of the Health Care sites are working with the EMR; however, there has been a decline in visits. Dr. Branch Canady reminded the Committee that the decline was anticipated and discussed throughout the process. She noted that recently a gradual increase in visits has occurred which was not anticipated so soon.

Ms. Brinson reminded the Committee of the importance of payor mix explaining a large number of uninsured patients’ results in the need for more general funds then again filling vacant provider positions will generate revenue. Comm. Dougan asked if this could translate into a shortfall in the 2013 adopted budget. Ms. Brinson stated the Health Department is working with the Controller’s office over the next several months and they are pulling monthly reports and watching very closely. Dr. Branch Canady noted that Ms. Brinson and Ms. Lannoye were both very conservative with the budget because of the change to Jail Medical Services. Mr. Cypher stated that the concern with the 511 Fund is entirely on the revenue side and expenditures are reasonable.

Chairperson Nolan informed the Committee there was an article in the Lansing State Journal about Electronic Medical Records consuming doctors’ time and ability to serve more patients. She noted there can be up to five different electronic programs the doctors’ work with and that is a large learning curve.

Comm. Tennis expressed his concern that it's not a matter of enough patients' rather longer waiting periods. He stated once the Affordable Care Act is implemented there will be more patients who become Medicaid eligible or have their own exchange; however, there is concern of the number of uninsured until then. Ms. Brinson agreed noting the Affordable Care Act does not take effect until October 1, 2013 which is also the Health Department's fiscal year. She explained most of the IHP patients and uninsured individuals will convert to Medicaid should the State adopt the enhanced Medicaid Plan and at this point it is not expected that they won't because of the advantages. Ms. Brinson stated there should be an announcement after January 1, 2013. She explained the revenue projection is based on the Medicaid enhanced reimbursement.

The Committee discussed State Medicaid expansion. Dr. Branch Canady noted that whether or not the state decides to expand Medicaid last week the Board of Commissioners approved an agreement with the Michigan Public Health Institute which is designed to actively engage identifying those who have or are eligible for Medicaid.

Comm. McGrain mentioned that he will bring up a conversation about Jail Medical Services at the Finance Committee meeting.

MOTION CARRIED UNANIMOUSLY.

Dr. Branch Canady informed the Committee of a scheduled meeting next week with the Controller and Sheriff to discuss the Jail Medical Services.

Announcements

Comm. Vickers informed the Committee that Comm. Grebner's retirement party was very nice and there was a good turn out.

Comm. Schor and the Committee complimented Chairperson Nolan on a job well done and wished her well as the 2013 Board Chairperson. Chairperson Nolan thanked the Committee and informed them that 2013 Board Vice-Chairperson Bahar-Cook will be sharing Liaison meeting responsibilities.

Chairperson Nolan and the Committee congratulated Comm. Schor on his new position and wished him well. Chairperson Nolan also thanked Board Chairperson Copedge for his service this past year and wished Comm. Dougan all the best in the year to come. Board Chairperson Copedge thanked the Committee for their service to community partners this past year and wished them well in 2013.

Comm. McGrain and the Committee thanked staff for the work they do throughout the year.

Public Comment

Mr. Gray explained the reason for changing the language in Item 2d (substitute).

Ms. Polverento, Chairperson of the Board of Health introduced herself and thanked the Committee for appointing Ms. Chrysler and Mr. Rowe. Ms. Polverento stated she looks forward to working with the Committee in the New Year. The Committee congratulated Ms. Polverento as the Chairperson of the Board of Health.

The meeting adjourned at approximately 6:58 p.m.

Respectfully submitted,

Julie Buckmaster

JANUARY 14, 2013 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Assistant Deputy Controller is recommending approval of the following resolutions:

2. Resolution to Authorize a Contract with Capital Area United Way To Provide Administrative Oversight and Programming Leadership to the Community Coalition for Youth In 2013

This resolution authorizes a contract in an amount not to exceed \$27,000 with Capital Area United Way to provide administrative oversight and programming leadership to the CCY during 2013. This contract is necessary due to recent staffing changes in MSU Extension and in recognition of the need to expand the capacity of mentoring organizations and programs.

3a. Resolution to Authorize a Memorandum of Understanding Between St. Vincent Catholic Charities, Microenterprise Childcare Program of Michigan and Ingham County to Serve Refugee Families

This resolution authorizes an agreement with St. Vincent Catholic Charities (STVCC) for the Office for Young Children (OYC) to provide child care orientation training components, business training and licensing support services for the Refugee Microenterprise Childcare Program of Michigan. STVCC is providing \$16,370 to support these services, which are provided by an existing staff person at the Health Department. The term of the proposed agreement is October 1, 2012 through March 31, 2013.

3b. Resolution to Authorize an Agreement with the Greater Lansing Food Bank to Support Implementation of the Food Security Plan

This resolution authorizes a three-year agreement with the Greater Lansing Food Bank. Ingham County will provide \$50,000 per year to the Food Bank to support the salary of a staff person to assist with Pantry Relations and with the full implantation of the Food Security plan.

3c. Resolution to Amend the Infectious Disease Physician Services Agreement with Michigan State University's College of Osteopathic Medicine – Tuberculosis Program

This resolution amends the Infectious Disease Physician Services Agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) to continue to provide infectious disease physician services within the Health Department's Tuberculosis Program. This Agreement with MSU COM is for services performed for the Disease Control TB Clinic, and shall be based on an hourly rate to include wage and benefit costs. The rate for the remaining term of this agreement will be One Hundred Sixty-Five and 00/100 Dollars (\$165.00) per hour.

3d. Resolution to Authorize an Amended 2012-2013 AmeriCorps Grant

This resolution amends the 2012-2013 AmeriCorps Grant, accepting additional funding in the amount of \$27,419, bringing the total amount to \$171,033. Additional funding will be used to provide two additional FTE AmeriCorps members, or a total of 12.80 FTE AmeriCorps members.

3e. Resolution to Amend the Collaborative Agreement with the Capital Area United Way

This resolution extends the collaborative agreement with the CAUW through September 30, 2013. \$38,051 will be provided to CAUW to support the Community Indicators Project which is a core component of the Health Department's strategy for informing the community about health status.

3f. Resolution to Authorize an Agreement with the Capital Area Health Alliance

This resolution authorizes an agreement with CAHA for the period of November 1, 2012 through September 30, 2013. Total compensation to be received by the Ingham County Health Department under this subcontract is \$25,000 to assist by following the work plan agreed upon for the Michigan Department of Community Health (MDCH) 4x4 Health and Wellness Plan grant.

3g. Resolution to Authorize an Agreement with Itentive Healthcare Solutions

This resolution authorizes an agreement with Itentive Healthcare Solutions to provide ChartGuard software to enable staff of the Community Health Centers to have access to three days of patient schedules and corresponding patient medical information in the event that the Information Technology Network is unavailable for any reason. The initial cost of this software is \$10,000. Ongoing costs include quarterly maintenance fees of \$450.00, or \$1,800 per year, which covers the cost of software upgrades and adjustments and the addition of health centers, if needed. The costs will be managed through the community health center budget. The term of this agreement shall commence February 1, 2013 and continue through December 31, 2013. This agreement will automatically renew for subsequent one year periods unless otherwise terminated by either party.

3h. Resolution to Authorize a Contract with Washtenaw County Health Department to Deliver a Workshop in Health Equity and Social Justice

This resolution will enable two members of the Health Department's Social Justice Team to facilitate a four-day workshop on Health Equity and Social Justice for staff and community members convened by Washtenaw County Health Department. These workshops are scheduled to take place on January 29-30 and February 12-13. Washtenaw County Health Department will pay Ingham County Health Department up to \$6,500 for the delivery of this workshop, which will cover the cost of travel (\$237) and a negotiated consulting fee of \$6,263.

3i. Resolution to Authorize Amendment #1 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health

This resolution authorizes Amendment #1 of the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health (MDCH). Amendment #1 will increase the budget for Comprehensive Local Health Services from \$5,093,196 to \$5,154,373 for a total increase of \$61,177. The Amendment makes the following specific changes in the budget:

1. Increases support for the Breast and Cervical Cancer Control program to \$483,502 (an increase of \$60,352).
2. Increases the Family Planning /BCCCP Joint Project to \$9,075 (an increase of \$825).

The increase in BCCCP funding is due to an increased caseload allocation for FY 2013 and not anticipated in the FY 2013 budget. To meet the increased caseload, the resolution establishes a temporary Three Quarter Time Nurse Case Manager (MNA/3).

3j. Resolution to Authorize an Amendment to the Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Provide Early Head Start Services in Shiawassee County

This resolution amends the agreement with the Shiawassee Regional Education Services District (RESD) to retain Early Head Start (EHS) services in Shiawassee County. The Health Department Office for Young Children (OYC) will provide an Early Childhood Consultant staff person to serve as a Family Advocate. Shiawassee Regional Education Services District will reimburse Ingham County Health Department Office for Young Children up to \$6,900 to support the .83 FTE of an OYC Early Childhood Consultant. The term of the amended agreement shall be October 1, 2012 through November 14, 2012.

OTHER/HONORARY ITEMS:

1. Discussion: potential use of contingency funds and potential increase of PA 214 due to increased demand

3k. Resolution Honoring Linda Hirai

Agenda Item 1

Date: January 4, 2013
To: Resolution Group
From: Randy A. Marwede, Director, Veterans Affairs
Subject: Item for Human Services Agenda

I would like to address the Human Services Committee on a couple of items. These include the potential use of contingency funds to cover an employee's maternity leave and potential increase of PA 214 due to increased demand. Attached is a table that compares the activities that are attributed to this department with the two most recent five year periods (2002/2006 & 2007/2011).

Ingham County Department of Veteran Affairs
 Comparison of Activities for Periods
 2002/2006 – 2007/2011

The following table compares the average activities for the two most recent five year periods and the percentage of increase/decline. Immediately following this table is a brief description of each activity.

Activity	2002-2006 Average	2007-2011 Average	%+/-
¹ Personal Contacts	6781	7515	+10.8%
² Active Cases	5920	7018	+18.5%
³ Trust Applications Approved	108	79	-26.8%
⁴ Trust Fund Expenditures	42,885	66,937	+56.1%
⁵ Medical Applications	216	287	+32.8%
⁶ Military Records Requests	463	605	+30.6%
⁷ Certificates of Eligibility	93	67	-27.8%
⁸ Miscellaneous Forms	1521	2660	+74.8%
⁹ Dependent Document Req	16	39	+143%
¹⁰ Appeals	14	20	+42.8%
¹¹ Power Of Attorney	239	371	+55.2%
¹² Education Claims	44	39	-11.3%
¹³ Pension Claims	37	83	+124.3%
¹⁴ Death Pension Claims	8	40	+400%
¹⁵ Compensation Claims	174	327	+87.9%
¹⁶ Dependency & Indemnity Claims	14	25	+78.5%
¹⁷ Insurance Claims	23	40	+73.9%
¹⁸ Federal Burial Claims	57	65	+14%
¹⁹ Presidential Memorial Certificates	335	259	-22.6%
²⁰ Government Markers	217	203	-6.4%
²¹ PTSD Counseling	1,478	1,970	+33.2%
²² Transports to VAMC AA	1,645	1,468	-10.7%
²³ County Burial Expenditures	26,800	23,764	-11.3%
²⁴ Veteran's Relief Expenditures	5,649	8,386	+48.5%
²⁵ Miscellaneous Activities	6,684	7,671	+14.7%
²⁶ Verification of Income	Not tracked	192	NA

¹Personal Contact – is the number of clients that visit our office

²Active Cases – an active case is defined as one unique social security number per month no matter how many services are provided to the client. This is currently used in calculating revenue for services provided to Clinton County.

³Trust Fund Applications Approved – Michigan Veterans Trust Fund is a State funded program for emergency assistance for war era veterans. Applications are taken by our benefits counselors and then turned over to the Ingham County Veterans Trust Fund Committee for review. The decrease in the number of applications approved is a result in Trust Fund policy changes that allow the local committee to assist a veteran once in a two year period.

⁴Trust Fund Expenditures – this is the dollar value of grants approved to eligible Ingham County veterans and/or surviving spouses.

⁵Medical Applications – veterans must complete the appropriate application for VA to determine their eligibility for VA medical benefits. Our benefit counselors assist our clients with the completion of these documents, obtaining any necessary supporting documentation, and then faxing these forms to the appropriate eligibility office.

⁶Military Records Requests – our benefits counselors must obtain any appropriate military records for inclusion in a veteran's/survivor's claim. This may include military personnel records, military outpatient medical records, and military inpatient medical records.

⁷Certificates of Eligibility – this document is the first step in a veteran obtaining a VA guaranteed home loan. Our benefits counselors assist veterans in obtaining this document.

⁸Miscellaneous forms – this are forms/letters that do not fit into any other category.

⁹Dependent Document Requests – our benefit counselors obtain dependent documents for VA claims and also for supporting documentation for clients to obtain State ID cards.

¹⁰Appeals – VA has a formal appeal process that veteran's/dependents may utilize when they disagree with a VA determination.

¹¹Power of Attorney – each disability claim that our benefit's counselors complete is forwarded through an accredited representative such as National Association of County Veterans Counselors, Veterans of Foreign Wars, American Legion, Disabled American Veterans etc.

¹²Education Claims – this includes Post 9/11 GI Bill and Dependent Education Assistance claims. Most of these requests are processed online or at the institution of higher learning.

¹³Pension Claims – these are income and net worth based benefits for war era veterans. The veteran must be considered unable to maintain gainful occupation.

¹⁴Death Pension Claims – these are income and net worth based benefits for the surviving spouse/children of war era veterans.

¹⁵Compensation Claims – these are disability benefits for veterans whose chronic injuries/illnesses are the result of their military service.

¹⁶Dependency and Indemnity Compensation – this benefit is available for surviving spouses and children of veterans who died in service or their death was attributed to a service connected disability.

¹⁷Insurance Claims – VA life insurance for veterans. Severely disabled veterans may be eligible for a waiver of premiums.

¹⁸Federal Burial Allowance – death benefits for veterans in receipt of VA disability benefits.

¹⁹Presidential Memorial Certificate – an embossed certificate on behalf of a grateful nation presented to surviving family members. This certificate is signed by the President of the United States.

²⁰Government Markers – flat bronze, flat granite, flat marble, upright marble and upright granite are available for eligible veterans.

²¹PTSD Counseling – veterans from all periods of war that are having trouble readjusting from their war experience are eligible for PTSD counseling. Counselors from the Grand Rapids Vet Center & contracted counselors from Kalamazoo Psychology are available at Ingham County Department of Veterans Affairs for both individual and group counseling on an appointment basis.

²²Transports to VAMC AA – our transportation officer provides disabled veterans with access to their VA medical appointments at the VA Medical Center in Ann Arbor, MI. This decline is attributed to an increase in primary care services that are now available at the Lansing Community Based Outpatient Clinic.

²³County Burial Expenditures – a county burial benefit of \$300 for eligible veterans.

²⁴Veterans Relief Expenditures – emergency financial assistance funded through PA 214.

²⁵Miscellaneous Activities – assistance provided to clients that does not fit into any other category. Ie...follow up phone calls, discussions on benefits etc...

²⁶Verification of Income – our counselors provide verification of a veteran or survivors current VA income to Department of Human Services, Housing Programs, and others. This was not tracked as a separate activity until 2008.

Agenda Item 1

The top table explains that the 2013 Projected Millage Collection of \$145,514 provided 53.95 percent of the net GF Cost. The total percentage of services to Indigent veterans in the past three years is 78.02%. The bottom table explains Indigent Veteran Millage Scenarios.

2013 Veterans Affairs Budget		Services Provided to Indigents				
Expenses	432,587			Not		%
		<u>Year</u>	<u>Qualified</u>	<u>Qualified</u>	<u>Total</u>	<u>Qualified</u>
Revenues						
Trust Fund Reimb - Clinton County	1,700	2010	10,171	3,129	13,300	76.47%
Clinton County Contract	41,021	2011	11,195	3,326	14,521	77.10%
Transportation Fund	112,327	2012	9,729	2,307	12,036	80.83%
Trust Fund Reimb - Ingham County	7,800					
		Total	31,095	8,762	39,857	78.02%
Net GF Cost	269,739					
2013 Projected Millage Collection	145,514					
Millage Funding Percentage	53.95%					

Indigent Veterans Millage Scenarios

2013 Taxable Value Estimate	6,826,714,409		
2013 Adjusted Taxable Value Estimate	6,326,714,409		
		<u>Mills</u>	<u>Levy @ 2013 Adj. Tax. Value</u>
Original Millage - 2009		0.302	\$191,067
Reduced Millage - 2010 to present		0.23	\$145,514
Incremental Estimate		0.01	\$63,267
Incremental Estimate		0.005	\$31,634
Maximum Allowable*		0.0694	\$439,074

*The maximum millage for indigent veterans is 0.1 mill. However the maximum allowable general fund millage is 6.4206. The indigent veterans millage counts toward the maximum allowable general fund millage. Therefore, with an operating general fund millage of 6.3512, the maximum veterans millage would be 0.0694.

MEMO

Date: January 3, 2013

To: Human Services and Finance Committees

From: Randy Bell, MSU Extension

Re: Resolution to authorize a contract with Capital Area United Way to provide administrative oversight and programming leadership to the Community Coalition for Youth in 2013

The Ingham County/City of Lansing Youth Violence Prevention Coalition was established 1994 by then Mayor David Hollister and Ingham County Board of Commissioners Chairperson, Jean McDonald, in response to a dramatic increase in youth violence and delinquency in Ingham County during the 1990's. Since 1995, MSUE has provided administrative oversight and programming leadership.

In 2002, the Board of Commissioners established the Youth Violence Prevention Coalition “as the appropriate body for advising the Board of Commissioners in the implementation of the comprehensive strategy for preventing and treating delinquency.” (Resolution #02-194) The coalition’s name changed in the mid-2000’s to the Community Coalition for Youth (CCY).

In 2006, the Board of Commissioners adopted a “continuum of care” community-wide model for preventing and treating delinquency and in 2007 requested that CCY convene a task force to provide guidance in the development of a continuum of care facility (resolution #06-002). This resulted in the planning and development of the Ingham Family Center.

CCY has adopted a comprehensive strategy to advance youth mentoring to close educational opportunity and achievement gaps to increase high school graduation and post-secondary completion rates, prevent and reduce violence and delinquency, and provide opportunities for civic engagement, entrepreneurship, and career and professional development to support the next generation of parents and leaders. The structure to further mentoring for Ingham County youth that has been formed by CCY is called the Capital Area Mentoring Partnership (CAMP),

In response to recent staffing changes and in recognition of the need to expand the capacity of mentoring organizations and programs, MSUE staff, the Commissioner’s liaison to CCY, Deb Nolan, and representatives of the City of Lansing have agreed that the most effective and efficient way to accomplish the goals of CCY/CAMP is to contract with Capital Area United Way to provide administrative oversight and programming leadership during 2013. The County share is \$27,000 and is in the MSUE 2013 departmental budget.

Attachment A describes the scope of work being proposed by Capital Area United Way. I recommend the approval of this resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH CAPITAL AREA UNITED WAY TO PROVIDE ADMINISTRATIVE OVERSIGHT AND PROGRAMMING LEADERSHIP TO THE COMMUNITY COALITION FOR YOUTH FOR 2013

WHEREAS, the Ingham County/City of Lansing Youth Violence Prevention Coalition was established in 1994 by former Mayor David Hollister and former Ingham County Board of Commissioners Chairperson, Jean McDonald, in response to a dramatic increase in youth violence and delinquency in Ingham County during the 1990's; and

WHEREAS, the coalition, since renamed the Community Coalition for Youth (CCY), is a collaborative effort between Ingham County and the City of Lansing; and

WHEREAS, CCY targets its collective efforts on a number of community-based initiatives focusing on youth violence and delinquency prevention; and

WHEREAS, Michigan State University Extension (MSUE) has provided administrative oversight and programming leadership since 1995; and

WHEREAS, resolution #02-194, the Ingham County Board of Commissioners recognized that the Ingham County/City of Lansing Youth Violence Prevention Coalition as the appropriate body for advising the Board of Commissioners in the implementation of the comprehensive strategy for preventing and treating delinquency; and

WHEREAS, resolution #02-194 also directed the Ingham County/City of Lansing Youth Violence Prevention Coalition to continue to advise the Ingham County Board of Commissioners regarding policies and programs involving the juvenile justice system; and

WHEREAS, CCY has adopted a comprehensive strategy to advance youth mentoring to close educational opportunity and achievement gaps to increase high school graduation and post-secondary completion rates, prevent and reduce violence and delinquency, and provide opportunities for civic engagement, entrepreneurship, and career and professional development to support the next generation of parents and leaders; and

WHEREAS, the structure to further mentoring for Ingham County youth has been formed by CCY and is called the Capital Area Mentoring Partnership (CAMP); and

WHEREAS, Capital Area United Way (CAUW) has proposed an Annual Plan of Work to provide administrative oversight and programmatic leadership to CCY/CAMP; and

WHEREAS, the Ingham County budget has provided \$27, 474 in the MSUE budget as the County's share of funding for CCY in the fiscal year 2013.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a contract with Capital Area United Way for the period January 1, 2013 through December 31, 2013 in an amount not to exceed \$27,000 as Ingham County's share of funding to provide administrative oversight and programmatic leadership according to the scope of services described in Attachment A.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, the Board Chairperson and the County Clerk are authorized to sign any necessary contract/placement documents that are consistent with this resolution and approved as to form by the County Attorney.

Attachment A:

Community Coalition for Youth
Annual Plan of Work
January 2013 – December 2013

1. Plan Year: January 1, 2013 – December 31, 2013

2. Project: Community Coalition of Youth Capital Area Mentoring Partnership

3. Project Goals:

In consideration of a \$27,000 contract with Ingham County, Capital Area United Way proposes to facilitate the Capital Area Mentoring Partnership's in:

- Surveying current membership practices
- Reviewing and revising the mission and vision
- Developing and adopting universal child safety standards
- Developing and implementing outcome measurements
- Develop a capacity building plan for 2013/2014

4. Planned Activities:

Capital Area United Way will facilitate a monthly meeting of the Capital Area Mentoring Partnership members. CAMP meetings will be scheduled on a set date and time each month. Monthly meeting will include a pre-determined agenda that will address the five project goals.

A quarterly meeting of the funders will be convened to review the current activities, identify potential problems, and plan for future CAMP meetings.

The membership of Community Coalition for Youth along with CCY funders will be convened quarterly to identify and prioritize community issues relative to youth, to share pertinent data relative to youth and youth services, and to foster a collaborative network of services.

5. Outcome Measurements:

- 80% of the partnership's membership will adopt child safety standards.
- 80% of the partnership's membership will begin utilizing joint outcome measures.

6. Program Evaluation:

On a quarterly basis, Capital Area United Way will report activities, progress toward project goals and outcome measurements, and contract funds.

7. Staffing:

Capital Area United Way will be staffed primarily by Sarah Lundquist-Harger, Community Investment Senior Associate. Additional staff support will be provided by Amanda Masters, Community Resources Associate. Teresa Kmetz, President of Capital Area United Way will serve as the contact person and will facilitate the quarterly funder meetings.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 8, 2013

RE: Resolution to Authorize a MOU with St. Vincent Catholic Charities, Microenterprise
Childcare Program

This is a recommendation to authorize an agreement with St. Vincent Catholic Charities (STVCC) for the Office for Young Children (OYC) to provide child care orientation training components, business training and licensing support services for the Refugee Microenterprise Childcare Program of Michigan. This will enable some refugee families to access reimbursement for their childcare services and other refugee families the ability to seek employment, confident that their children will be cared for in a culturally appropriate manner.

STVCC has developed programming to increase overall family self-sufficiency and life quality for refugees and in partnership with OYC will enhance the ability to provide microenterprise opportunities for refugee women as well as access to childcare services to members of this population still receiving cash assistance.

STVCC is providing \$16,370 to support these services, which are provided by an existing staff person at the Health Department. The term of the proposed agreement is October 1, 2012 through March 31, 2013.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the agreement with STVCC.

Attachment

c: Karen Jennings w/attachment
John Jacobs w/attachment
Jane Noice w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING BETWEEN
ST. VINCENT CATHOLIC CHARITIES, MICROENTERPRISE CHILDCARE PROGRAM
OF MICHIGAN AND INGHAM COUNTY TO SERVE REFUGEE FAMILIES**

WHEREAS, the Ingham County Health Department provides services to refugee women; and

WHEREAS, St. Vincent Catholic Charities (STVCC), a Michigan non-profit corporation, operates the Microenterprise Childcare Program of Michigan (MCPM) to enable refugee women to enter the child care workforce and to increase access to child care within the refugee communities; and

WHEREAS, STVCC has proposed that Health Department's Office for Young Children (OYC) provide services on behalf of the MCPM including child care training, business training and licensing support services; and

WHEREAS, OYC will provide these services using an existing staff member; and

WHEREAS, STVCC has agreed to provide \$16,370 for these services as determined in the MOU; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the MOU with St. Vincent Catholic Charities.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Memorandum of Understanding in the amount of \$16,370 with St. Vincent Catholic Charities where the Office for Young Children will provide child care training, business training and licensing support services for the Refugee Microenterprise Childcare Program of Michigan.

BE IT FURTHER RESOLVED, that the term of the MOU shall be October 1, 2012 to March 30, 2013.

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 Board Chairperson is authorized to sign the MOU after review by the County Attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 8, 2013

RE: Resolution to Authorize an Agreement with the Greater Lansing Food Bank

The Ingham County Food Bank (ICFB) is a clearinghouse for families and individuals seeking emergency food assistance and works closely with the food pantries in Ingham County. ICFB staff conducts telephone interviews, determines eligibility, and makes referrals to the food pantry most convenient for the caller to access.

The Ingham County community is in the process implementing the Food Security plan by consolidating the food banks in this region. Stage 1 was the merger of the Greater Lansing Food Bank and the Mid-Michigan Food Bank, effective July 1, 2012. The Ingham County Food Bank pantries are member agencies of the Greater Lansing Food Bank. Stage 2 was the beginning transition of ICFB call center out of the Ingham County Health Department with full completion by FY14.

The Health Department is requesting to support a transitional period of three years by providing a grant to support the salary of a staff person to assist with Pantry Relations and with the full implantation of the Food Security plan. The Greater Lansing Food Bank will receive a \$50,000 grant per year for three years as was proposed in the FY 13 department budget for this purpose. The ICFB call center and its two employees will be maintained through FY13.

The Health Department strongly recommends following this plan as a good faith gesture and partner and assures continued provision of food bank services to Ingham County residents. The ICHD has budgeted this amount in a contractual line item of the Food Bank budget for FY13 and will do so again in FY14 and FY15.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with The Greater Lansing Food Bank.

Attachment

c: Nancy Hayward w/attachment
Karen Jennings w/attachment
John Jacobs w/attachment
Jane Noice w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE GREATER LANSING FOOD BANK
TO SUPPORT IMPLEMENTATION OF THE FOOD SECURITY PLAN**

WHEREAS, Ingham County Food Bank (ICFB) is a clearinghouse for families and individuals seeking emergency food assistance; and

WHEREAS, the Ingham County Community is in the process of implementing the Food Security plan to consolidate the three food banks in this region; and

WHEREAS, the Health Department proposes to support the Greater Lansing Food Bank for up to three years with a \$50,000 grant per year to hire a staff person to assist with Pantry Relations and the full implantation of the Food Security for the period of October 1, 2012 to September 30, 2015; and

WHEREAS, the Health Department is additionally, proposing to maintain the Ingham County Call Center and its two employees for the 2013 fiscal year; and

WHEREAS, this arrangement is reflected in the Health Department's budget for 2013; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the agreement with the Greater Lansing Food Bank.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement to support the Greater Lansing Food Bank for up to three years, providing the Food Bank with \$50,000 annually to hire a staff person to assist with Pantry Relations and the full implantation of the Food Security plan.

BE IT FURTHER RESOLVED, that the period of the agreement will be October 1, 2012 to September 30, 2015.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, Ph.D., M.P.A. Health Officer

DATE: January 3, 2013

RE: Authorization to Amendment the Infectious Disease Physician Services Agreement with Michigan State University's College of Osteopathic Medicine

Attached is a recommendation to amend the Infectious Disease Physician Services Agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) to continue to provide infectious disease physician services within the Health Department's Tuberculosis Program. The Disease Control Tuberculosis Program is operated within the location of Pulmonary Services Lung Institute, 405 W. Greenlawn Ave, Suite 130 Lansing, MI, 48910. This amendment will enable the Health Department to continue to ensure access to primary and specialty care for those afflicted with Tuberculosis Disease.

In order to ensure high quality and comprehensive health care services for those with Tuberculosis Disease the clinical expertise of an infectious disease physician is required. The Health Department is obligated under the Public Health Code 333.5115 (4), 333.5301 (1) and 333.5307 to pay for the treatment of patients with active tuberculosis within its jurisdiction. The Agreement with MSU COM meets the County's needs.

This Agreement with MSU COM is for services performed for the Disease Control TB Clinic, and shall be based on an hourly rate to include wage and benefit costs. The rate for the remaining term of this agreement shall be One Hundred Sixty-Five and 00/100 Dollars (\$165.00) per hour.

I recommend that the Board authorize the renewal agreement for infectious disease physician services with the College of Osteopathic Medicine at Michigan State University.

c: Nancy Hayward, w/attachment
John Jacobs, w/attachment
Ruby Rodgers, w/attachment
Debbie Edokpolo, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE INFECTIOUS DISEASE PHYSICIAN SERVICES AGREEMENT
WITH MICHIGAN STATE UNIVERSITY'S COLLEGE OF OSTEOPATHIC MEDICINE –
TUBERCULOSIS PROGRAM**

WHEREAS, the Health Department is obligated under the Public Health Code 333.5115 (4), 333.5301 (1) and 333.5307 to ensure the provision of treatment for patients with active tuberculosis within its jurisdiction; and

WHEREAS, the Health Department has an existing agreement with the Michigan State University's College of Osteopathic Medicine to provide services to patients with active tuberculosis at the Health Department's tuberculosis clinic located at The Lung Institute, 405 West Greenlawn Avenue, Suite 130 in Lansing, Michigan; and

WHEREAS, Michigan State University College of Osteopathic Medicine wishes to continue their contract that provides physician specialty services to patients with active tuberculosis at one hundred and sixty five (\$165.00) dollars per hour up to a maximum of twelve hours per month ending December 31, 2013; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a one year extension of the agreement with Michigan State University's College of Osteopathic Medicine to provide physician specialty services to patients with active tuberculosis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a one year extension of the agreement with Michigan State University's College of Osteopathic Medicine to provide physician specialty services to patients with active tuberculosis.

BE IT FURTHER RESOLVED, that the period of the amendment shall be extended through December 31, 2013.

BE IT FURTHER RESOLVED, that Ingham County shall pay Michigan State University's College of Osteopathic Medicine one hundred and sixty five (\$165.00) dollars per hour, for tuberculosis services up to a maximum of twelve hours per month.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee
FROM: Renée Canady, Ph.D., MPA, Health Officer
DATE: January 3, 2013
RE: Resolution to Authorize an Amended 2012-2013 AmeriCorps Grant

In Resolution #12-231, the Board of Commissioners authorized the acceptance of the 2012-2013 AmeriCorps Grant from the Department of Human Services, on behalf of the Michigan Community Service Commission (MCSC). The period of the grant is from October 1, 2012 through September 30, 2013 in the amount of \$143,614. The Health Department, on behalf of the Power of We Consortium, received notice it had been awarded addition funding in the amount of \$27, 419, bringing the total amount to \$171,033. Additional funding will be used to provide two additional FTE AmeriCorps members, or a total of 12.80 FTE AmeriCorps members.

The grant amount offered by DHS includes salary and fringe of \$48,217 for the temporary, full-time coordinator.

The grant requires a match:

Table with 3 columns: Category, Amount, Percent. Rows include Net Grant (171,033, 65%), Match (93,766, 35%*), and Total (264,799, 100%).

*Michigan Community Service Commission (MCSC) guidelines direct applicants to hold the DHS share under \$13,500 per member. However, for this amended award MCSC allowed the DHS share of our application to be \$13,503 per member.

The match is drawn from:

- 1) cash contributions from the external host sites totaling \$81,685;
2) existing salary and fringe used as match of \$4,795; and
3) indirect costs used as match of \$7,286.

The Power of We Consortium has received sufficient applications from community sites to support the placement of these additional members, who are highly sought after by community agencies.

The Power of We Consortium seeks to continually expand the AmeriCorps Project to the extent that grant funds become available in order to respond to growing community demand and to create increased program efficiencies.

I recommend that the Board of Commissioners adopt the attached resolution to accept the additional funding from the Department of Human Services on behalf of the Michigan Community Service Commission

- c: Debbie Edokpolo, w/attachment
John Jacobs w/attachment
Isa Solis w/attachment
Katie Ellero w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDED 2012-2013 AMERICORPS GRANT

WHEREAS, In Resolution #12-231, the Board of Commissioners authorized an AmeriCorps Grant from the Department of Human Services, on behalf of the Michigan Community Service Commission (MCSC), in the amount of \$145,125 of which MSCS will withhold \$1,511 as an administrative fee leaving a net grant to Ingham County of \$143,614 for a time period of October 1, 2012 through September 30, 2013; and

WHEREAS, The Health Department, on behalf of the Power of We Consortium, received an offer of available additional net funding from the MCSC in the amount of \$27,419, for a total of \$172,832 of which MSCS will withhold \$1,799 as an administrative fee leaving a net grant to Ingham County of \$171,033; and

WHEREAS, this additional funding will allow the placement of two additional FTE AmeriCorps members working in Ingham County agencies; and

WHEREAS, a minimum non-federal 24% local match of cash and/or in-kind contributions is required; and

WHEREAS, increasing the size of the AmeriCorps Project increases overall cost effectiveness while better serving community needs; and

WHEREAS, the Health Officer recommends that the Board of Commissioners accept the additional funding for the AmeriCorps Grant.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the additional funding in the amount of \$27,419 of which MSCS will withhold \$1,799 as an administrative fee leaving a net grant to the Health Department of \$171,033 and authorizes an amendment to the grant agreement with the Michigan Department of Human Services for the time period of October 1, 2012 through September 30, 2013.

BE IT FURTHER RESOLVED, that a non-federal match of \$93,766 (35%) is authorized with \$4,795 cash match being provided from 5% salary/fringe for the Power of We Consortium Coordinator, \$7,286 from indirect costs, and the remainder obtained through cash contributions from each of the AmeriCorps host sites selected through a Request for Proposal process.

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 Board Chairperson is authorized to sign any grant award documents, and any host site and member agreements, after review by the county attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée B. Canady, Ph.D., M.P.A, Health Officer

DATE: January 3, 2013

RE: Resolution to Amend the Collaborative Agreement with the Capital Area
United Way

Ingham County has had a collaborative agreement with the Capital Area United Way (CAUW) since 2005 under which the CAUW administers funds to support the Community Indicators Project which is a core component of the Health Department's strategy for informing the community about health status. The Department, along with Barry-Eaton District Health Department (BEDHD), Mid-Michigan District Health Department (MMDHD) and CAUW, all contribute funds to the Community Indicators Project. A significant aspect of this project is the administration of the Behavioral Risk Factor & Social Capital Survey (BRF&SC Survey). This survey of the adult population of Ingham, Eaton, and Clinton counties, it is an important source of data on health behaviors, outcomes, healthcare status and other matters of health and wellness.

The current agreement expired on September 30, 2012. I am requesting authorization to amend the contract to extend the agreement through September 30, 2013. The amount of the amendment is \$38,051 and funds for this projected were anticipated in our 2013 budget. This amount is precisely the same as the previous year.

Other funding partners on this initiative, BEDHD and MMDHD, have submitted their share of the funding for this project to the CAUW, but data collection will not resume until Ingham County Health Department has done the same.

The BRF&SC Survey allows us to continue monitoring the health and well-being of our residents and utilize the resources of our department more effectively. Consequently, I recommend adoption of this resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE COLLABORATIVE AGREEMENT WITH THE
CAPITAL AREA UNITED WAY**

WHEREAS, the Behavioral Risk Factor & Social Capital Survey (BRF&SC Survey) measures a number of health indicators and quality of life indices including: chronic diseases, cigarette and alcohol use, obesity and physical activity, neighborhood safety, and safe walking routes; and

WHEREAS, information from the BRF&SC Survey is used to gauge the number of uninsured, access to primary care dental care which are central to the Commissioner's goal of promoting access to care; and

WHEREAS, data from the BRF&SC Survey are central to the Community Indicators Project, a core component of the Department's strategy for informing the community about health status; and

WHEREAS, Ingham County and the Capital Area United Way executed a collaborative agreement in 2005, wherein the United Way arranges for consulting and contractual services in support of the Community Indicators Project; and

WHEREAS, the collaborative agreement was originally authorized in Resolution 05-148 and amended in Resolutions 06-205, 07-154, 08-239, 09-197, 10-023 and 11-399 and collaborative activities have continued since the agreement's inception; and

WHEREAS, under this agreement the Capital Area United Way has coordinated funding from Barry-Eaton District Health Department, Mid-Michigan District Health Department, and Ingham County Health Department to administer the BRF&SC Survey; and

WHEREAS, this resolution will authorize and amendment to the agreement with CAUW and enable data collection to continue; and

WHEREAS, the amendment shall extend the agreement through September 30, 2013; and

WHEREAS, the amendment will increase the amount of the contract by \$38,051; and

WHEREAS, the Health Officer has advised that the Ingham County funds to support this collaboration are included in the Health Department's 2013 budget and has recommended that Ingham County enter into a collaborative agreement with the Capital Area United Way.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the agreement with the Capital Area United Way to coordinate the Behavioral Risk Factor & Social Capital Survey (BRF&SC Survey).

BE IT FURTHER RESOLVED, the agreement is extended through September 30, 2013 and the amount of the amendment shall not exceed \$38,051.

BE IT FURTHER RESOLVED, that the Board Chair is authorized to sign the amendment after approval by the County attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 8, 2013

RE: Resolution to Authorize an Agreement with the Capital Area Health Alliance

The Capital Area Health Alliance (CAHA) has received a grant from the Michigan Department of Community Health to promote the governor's 4 x 4 health initiative in the tri-county region for the period of November 1, 2012 through September 30, 2013.

The Ingham County Health Department is a subcontractor with CAHA for this initiative and shall assist by following the work plan agreed upon for the Michigan Department of Community Health (MDCH) 4x4 Health and Wellness Plan grant.

Specifically, the Ingham County Health Department shall:

Participate as a CAHA member in the recruitment and training of the Outreach Manager.

Assist in management and coordination of work plan objectives by working closely with the Outreach coordinator to ensure that performance indicators are timely delivered.

Report on objectives of the work plan to the CAHA at monthly meetings.

Participate in conference calls and meetings with MDCH when requested.

Participate in the implementation and evaluation of the work plan as needed and agreed upon.

Total compensation to be received by the Ingham County Health Department under this subcontract is \$25,000 to be paid in the form of reimbursement for services completed to the satisfaction of CAHA on a tri-annual payment schedule.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with the Capital Area Health Alliance.

Attachment

c: Nancy Hayward w/attachment
Karen Jennings w/attachment
John Jacobs w/attachment
Jane Noice w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE
CAPITAL AREA HEALTH ALLIANCE**

WHEREAS, the Capital Area Health Alliance (CAHA) has received a grant from the Michigan Department of Community Health for the 4X4 health initiative for the period of November 1, 2012 through September 30, 2013; and

WHEREAS, CAHA plans to subcontract with the Ingham County for implementation and evaluation of the work of the 4X4 health initiative; and

WHEREAS, the Health Department will participate as a CAHA member in the recruitment and training of the Outreach Manager; and

WHEREAS, the Health Department will assist in management and coordination of work plan objectives by working closely with the Outreach coordinator to ensure that performance indicators are timely delivered; and

WHEREAS, the Health Department will report on objectives of the work plan to the CAHA at monthly meetings; and

WHEREAS, the Health Department will participate in conference calls and meetings with MDCH when requested; and

WHEREAS, the Health Department will participate in the implementation and evaluation of the work plan as needed and agreed upon; and

WHEREAS, CAHA proposes to reimburse the Ingham County Health Department in the amount up to \$25,000 for this work; and

WHEREAS, these funds were anticipated in the Health Department's budget; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the agreement with the Capital Area Health Alliance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement in the amount of \$25,000 with the Capital Area Health Alliance for the 4 X 4 health initiative.

BE IT FURTHER RESOLVED, that the period of the agreement shall be November 1, 2012 to September 30, 2013.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 3, 2013

RE: Recommendation to Authorize an Agreement with Itentive Healthcare Solutions for ChartGuard Software

The Health Department transitioned to the use of Electronic Health Records throughout its Community Health Centers in 2012. This transition has been very positive for the Health Department but has also presented new challenges. Currently, if the Information Technology Network goes down from the loss of power or another event, staff of the Community Health Centers are unable to access any patient information, such as patient schedules and medical information. This can adversely affect patient safety and care and can lead to lost revenue.

ChartGuard software from Itentive Healthcare Solutions will enable staff of the Community Health Centers to have access to three days of patient schedules and corresponding patient medical information in the event that the Information Technology Network is unavailable for any reason. This software is compatible with NextGen and will ensure that the Community Health Centers can remain open and provide quality patient care even if the Information Technology Network is down.

The initial cost of this software is \$10,000. Ongoing costs include quarterly maintenance fees of \$450.00, or \$1,800 per year, which covers the cost of software upgrades and adjustments and the addition of health centers, if needed. The costs will be managed through the community health center budget and will require no additional funds.

The Health Department looked for competing bids but found no other vendor who could provide the same service. The Health Department checked references for Itentive Healthcare Solutions and found them to be positive.

I recommend that the Board of Commissioners authorize an agreement with Itentive Healthcare Solutions for ChartGuard software. The term of this agreement shall commence February 1, 2013 and continue through December 31, 2013. This agreement will automatically renew for subsequent one year periods unless otherwise terminated by either party.

c: Debra Brinson, w/attachment
Barb Mastin, w/attachment
John Jacobs, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH ITENTIVE HEALTHCARE SOLUTIONS

WHEREAS, the Health Department transitioned to the use of NextGen Electronic Health Records and Patient Management System throughout its Community Health Centers in 2012; and

WHEREAS, this transition has been very positive for the Health Department but has also presented new challenges, including loss of access to patient information when the County's Information Technology Network is unavailable; and

WHEREAS, ChartGuard software from Itentive Healthcare Solutions will enable staff in the Community Health Centers to have access to three days of patient schedules and corresponding patient medical information in the event the County's Information Technology Network is unavailable for any reason; and

WHEREAS, ChartGuard software is compatible with NextGen and will ensure that the Community Health Centers can remain open and provide quality patient care if the County's Information Technology Network is down; and

WHEREAS, the initial cost of this software is \$10,000; and

WHEREAS, ongoing costs of this software include quarterly maintenance fees of \$450.00, or \$1,800 per year, which cover the cost of software upgrades and adjustments and the addition of health centers, if needed; and

WHEREAS, these costs will be managed through the community health center budget and will require no additional funds; and

WHEREAS, the Health Department looked for competing bids but found no other vendor who could provide the same service; and

WHEREAS, the Health Department checked references for Itentive Healthcare Solutions and found them to be positive; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with Itentive Healthcare Solutions for ChartGuard software and that the term of this agreement commence February 1, 2013 and continue through December 31, 2013; and

WHEREAS, the Health Officer recommends that this agreement automatically renew for subsequent one year periods unless otherwise terminated by either party.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with Itentive Healthcare Solutions for ChartGuard software at an initial cost of \$10,000 with ongoing quarterly maintenance fees of \$450.00, or \$1,800 per year.

BE IT FURTHER RESOLVED, this agreement is for the period February 1, 2013 through December 31, 2013 and that this agreement automatically renew for subsequent one year periods unless otherwise terminated by either party.

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

MEMORANDUM

TO: Human Service Committee
Finance Committee

FROM: Renée B. Canady, Ph.D., MPA, Health Officer

DATE: January 3, 2013

RE: Contract with Washtenaw County Health Department – Health Equity and Social Justice Workshop

The attached resolution will enable two members of the Health Department’s Social Justice Team to facilitate a four-day workshop on Health Equity and Social Justice for staff and community members convened by Washtenaw County Health Department. These workshops are scheduled to take place on January 29-30 and February 12-13. Washtenaw County Health Department will pay Ingham County Health Department up to \$6,500 for the delivery of this workshop, which will cover the cost of travel (\$237) and a negotiated consulting fee of \$6,263. These funds will be used to support the future work of the Social Justice Project.

I recommend that the Board of Commissioners adopt the attached resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH
WASHTENAW COUNTY HEALTH DEPARTMENT TO DELIVER
A WORKSHOP IN HEALTH EQUITY AND SOCIAL JUSTICE**

WHEREAS, in 2008, the Ingham County Health Department (ICHHD) developed the capacity to provide four-day workshops in health equity and social justice through its Social Justice Project, funded through grants from the W.K. Kellogg Foundation; and

WHEREAS, Washtenaw County Health Department (WCHD) has expressed an interest in entering into a contractual relationship with the Ingham County Health Department to provide a four-day workshop to its staff and community members; and

WHEREAS, WCHD has agreed to compensate the Ingham County Health Department for the delivery of this workshop at a cost of \$6,500, which will include reimbursement of travel to Ann Arbor for the four days of the workshop on January 29 – 30, and February 12 – 13, 2013; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize this agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Service Contract between Washtenaw County Health Department and Ingham County Health Department to provide a four-day Health Equity and Social Justice on January 29 – 30, and February 12 – 13, 2013.

BE IT FURTHER RESOLVED, that WCHD will provide Ingham County Health Department up to \$6,500 for the delivery of this workshop, including travel reimbursement.

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 Board Chairperson is authorized to sign the contract after review by the County Attorney.

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Renée B. Canady, Ph.D., Health Officer

DATE: January 3, 2013

RE: Resolution to Authorize Amendment #1 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health

Attached is a resolution to authorize Amendment #1 of the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health (MDCH). The Comprehensive Agreement is the annual process whereby the MDCH transmits State and Federal funds to Ingham County to support public health programs. The Comprehensive Agreement establishes the funding levels and the terms and conditions under which the funds are disbursed. The Board of Commissioners authorized the 2012-2013 Agreement in Resolution #12-311.

The Comprehensive Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #1 will increase the budget for Comprehensive Local Health Services from \$5,093,196 to \$5,154,373 for a total increase of \$61,177. The Amendment makes the following specific changes in the budget:

3. Increases support for the Breast and Cervical Cancer Control program to \$483,502 (an increase of \$60,352).
4. Increases the Family Planning /BCCCP Joint Project to \$9,075 (an increase of \$825).

The increase in BCCCP funding is due to an increased caseload allocation for FY 2013 and not anticipated in the FY 2013 budget. To meet the increased caseload, I am recommending to establish a temporary Three Quarter Time Nurse Case Manager (MNA/3).

I recommend that the Board of Commissioners adopt the attached resolution.

c: John Jacobs w/attachment
Karen Jennings w/attachment

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #1
TO THE 2012-2013 COMPREHENSIVE AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH**

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, the Michigan Department of Community Health (MDCH) and local health departments enter into contracts to clarify the role and responsibility of each party in protecting public health; and

WHEREAS, the MDCH and Ingham County have entered into a 2012-2013 Agreement for the delivery of public health services under the Comprehensive agreement process as authorized by Resolution #12-311; and

WHEREAS, the MDCH has proposed an amendment to the current Agreement to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #1 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health (MDCH).

BE IT FURTHER RESOLVED, that the total amount of Comprehensive Agreement funding shall increase from \$5,093,196 to \$5,154,373 for a total increase of \$61,177.

BE IT FURTHER RESOLVED, that the net increase consists of the following specific changes to program budgets:

1. Increases support for the Breast and Cervical Cancer Control program to \$483,502 (an increase of \$60,352).
2. Increases the Family Planning /BCCCP Joint Project to \$9,075 (an increase of \$825).

BE IT FURTHER RESOLVED, that a temporary three-quarter time Nurse Case Manager (MNA/3) is established in the Breast and Cervical Cancer Program for the duration of the Agreement, through September 30, 2013.

BE IT FURTHER RESOLVED, that the Health Officer, Renee Branch Canady, and John Jacobs, Chief Financial Officer of the Health Department, are authorized to submit Amendment #1 of the 2012-2013 CPBC grant documents electronically through the Mi-E Grants system after review by the County Attorney.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2013 Budget as required to implement this resolution.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD., MPA, Health Officer

DATE: January 3, 2013

RE: Resolution to Authorize an Amendment to the Agreement with the Shiawassee Regional Education Services District (RESD)

In resolution #12-42, an agreement was authorized with Shiawassee Regional Education Services District (RESD) whereby a staff person from the Office for Young Children served as a Family Advocate to the Early Head Start Program in Shiawassee County.

Attached is a resolution to amend the agreement with the Shiawassee Regional Education Services District (RESD) to retain Early Head Start (EHS) services in Shiawassee County. The Health Department Office for Young Children (OYC) will provide an Early Childhood Consultant staff person to serve as a Family Advocate. The Family Advocate will provide support to families accessing and transitioning into childcare and searching for a job or returning to school, provide home visits and work with families to develop family goals. It is expected that the OYC Early Childhood Consultant will work 25 hours/week as a Family Advocate in Shiawassee County. Shiawassee Regional Education Services District is proposing an amendment to continue this arrangement through November 14, 2013.

Shiawassee Regional Education Services District will reimburse Ingham County Health Department Office for Young Children up to \$6,900 for a portion of a ¾ time OYC Early Childhood Consultant. No Ingham County general funds support this activity.

The term of the amended agreement shall be October 1, 2012 through November 14, 2012.

The Health Department's 2013 budget anticipated continuance of this service with the agreement with Shiawassee RESD.

I recommend the Board of Commissioners adopt the attached resolution and authorize an amendment to the agreement with the Shiawassee RESD for the period of October 1, 2012 through November 14, 2013.

- c. John Jacobs w/attachment
- Karen Jennings w/attachment
- Barb Monroe w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT WITH THE SHIAWASSEE REGIONAL EDUCATION SERVICES DISTRICT TO RETAIN THE SERVICES OF THE OFFICE FOR YOUNG CHILDREN TO PROVIDE EARLY HEAD START SERVICES IN SHIAWASSEE COUNTY

WHEREAS, Resolution #12-42 authorized an Agreement with Shiawassee Regional Education Services District (RES D) to retain staff support from Office for Young Children (OYC) to establish Early Head Start services in Shiawassee County; and

WHEREAS, Shiawassee RES D has proposed an amendment to the Agreement to extend these services from October 1, 2012 through November 14, 2013; and

WHEREAS, Ingham County will be reimbursed up to \$6,900 for the cost of the services made available through this Agreement; and

WHEREAS, the Health Department's 2013 budget anticipates a continuation of Shiawassee RES D services and funding; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the Agreement with the Shiawassee Regional Education Services District to retain the services of the Office for Young Children to provide Early Head Start services in Shiawassee County.

BE IT FURTHER RESOLVED, that the period of the amended agreement shall be October 1, 2012 through November 14, 2013, and that the Shiawassee RES D shall reimburse Ingham County up to \$6,900 for a portion of a ¾ time OYC staff member to provide services as a Family Advocate in Shiawassee County.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amendment after review by the County Attorney.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING LINDA HIRAI

WHEREAS, Linda Hirai began her career with Ingham County in March, 1996 as a Day Care Specialist in the Office for Young Children; and

WHEREAS, Ms. Hirai has contributed to the growth of the Office for Young Children in the areas of professional development for child care providers, promoted health and safety for unlicensed, subsidized child care providers and successfully increased capacities for alternative modes of child development training to reach child care providers with independent and online learning opportunities; and

WHEREAS, Ms. Hirai continuously advocated for quality child care for the future of Michigan's children; and

WHEREAS, Ms. Hirai's gentle nurturing and expertise brought purposeful insight to both her colleagues and the child care providers.

THEREFORE BE IT RESOLVED that the Ingham County Board of Commissioners hereby honors Linda Hirai for her 16 years of dedicated service to the community and for the contributions she has made to the Ingham County Health Department.

BE IT FURTHER RESOLVED, that the Board wishes her continued success in all of her future endeavors.