

CHAIRPERSON  
BRYAN CRENSHAW

VICE-CHAIRPERSON  
RYAN SEBOLT

VICE-CHAIRPERSON PRO-TEM  
ROBIN NAEYAERT

FINANCE COMMITTEE  
MARK GREBNER, CHAIR  
THOMAS MORGAN  
TODD TENNIS  
BRYAN CRENSHAW  
MARK POLSDOFER  
RANDY SCHAFER  
RANDY MAIVILLE

## **INGHAM COUNTY BOARD OF COMMISSIONERS**

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, OCTOBER 16, 2019 AT 6:00 P.M., IN CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [October 2, 2019](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Treasurer's Office
  - a. [1<sup>st</sup> Quarter](#) Investment Report
  - b. [2<sup>nd</sup> Quarter](#) Investment Report
2. Sheriff's Office/Health Department – Resolution to Authorize an Agreement with Michigan State University Department of Psychiatry to Provide [Psychiatric Services](#) for Inmates at the Ingham County Jail
3. Sheriff's Office – Resolution to Authorize the Renewal of a Contract with the Michigan Department of Corrections to Rent Up to [50 Beds](#) to the Michigan Department of Corrections
4. 9-1-1 Center Dispatch – Resolution to Authorize Leases for the Necessary Communication [Towers](#) for the MPSC/Ingham County Radio Communications System Project
5. Law & Courts Committee – Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services ([911 Services](#))
6. Parks Department – Resolution Approving the [Scoring Criteria](#) for the Trails and Parks Millage Grants
7. Health Department
  - a. Resolution to Authorize an Agreement with [Larder Data Consulting, LLC](#)
  - b. Resolution to Convert [Charge Nurse](#) Position
8. Michigan Department of Health and Human Services – Resolution to Authorize a Cooperative Cash Match Agreement with [Michigan Rehabilitation Services](#)

9. Innovation & Technology Department
  - a. Resolution to Approve the Renewal of [Box File Sharing](#) Subscription from CDW-G
  - b. Resolution to Approve the Renewal of [Remote Access Software](#) from CDW-G
  - c. Resolution to Approve the Invoice for Renewing [Courtview Support Services](#)
10. Facilities Department – Resolution to Authorize an Agreement with Safety Systems Inc. for the Installation and Monitoring of the [Intrusion System](#) at the 911 Center’s Radio Project Warehouse
11. Human Resources Department
  - a. Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for [Employee Benefits](#) for 2020 and Authorizing Letters of Agreement with Bargaining Units
  - b. Resolution to Waive the Public Act 152 [Health Care Requirements](#) for 2020
  - c. Resolution to Authorize Renewal of a Contract for [Job Recruitment Services](#)
12. Controller/Administrator’s Office
  - a. Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming for 2020 as Authorized by the [Justice Millage](#)
  - b. Ingham County [2020 General Appropriations](#) Resolution
13. Board Referrals
  - a. City of Lansing Notice of Public Hearing – Proposed Creation of [North Grand River](#) Corridor Improvement Authority
  - b. City of Lansing Notice of Public Hearing – Proposed Creation of [South Martin Luther King](#) Corridor Improvement Authority
  - c. City of East Lansing [Assessing Officers Report](#) for Industrial Facility Exemption Certificates for 2019

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](http://www.ingham.org).

## FINANCE COMMITTEE

October 2, 2019

Draft Minutes

Members Present: Grebner, Maiville, Morgan, and Polsdofer.

Members Absent: Crenshaw, Tennis, and Schafer.

Others Present: Judge Tom Boyd, Andy Bouck, Darin Southworth, Tim Morgan, Bill Fowler, Ryan Buck, Morgan Cole, Bill Conklin, Michael Townsend, Liz Noel, and others.

The meeting was called to order by Chairperson Grebner at 6:09 p.m. in Conference Room D & E of the Human Services Building, 5303 South Cedar Street, Lansing, Michigan.

### Approval of September 11, 2019 and September 18, 2019 Minutes

WITHOUT OBJECTION, CHAIRPERSON GREBNER STATED THAT THE MINUTES OF THE SEPTEMBER 11, 2019 AND SEPTEMBER 18, 2019 FINANCE COMMITTEE MEETINGS WERE APPROVED AS PRESENTED. Absent: Commissioners Crenshaw, Tennis, and Schafer.

### Additions to the Agenda

2. Sheriff's Office
  - b. Resolution Amending Resolution #19-391 to Accept Grant Funds from the State of Michigan Emergency Management Performance Grant

Substitutes –

7. Equalization/Tax Mapping – Resolution to Approve the 2019 Apportionment Report
10. Health Department
  - b. Resolution to Accept Grant Funds through Mid-State Health Network
11. Human Resources Department – Resolution to Approve Reclassification Appeal of the Administrative Analyst Position

### Limited Public Comment

None.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. MORGAN, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

1. County Clerk's Office – Resolution to Promote Enrollment in Permanent Absent Voter Lists by Qualified Registered Voters of Ingham County

2. Sheriff's Office
  - b. Resolution Amending Resolution #19-391 to Accept Grant Funds from the State of Michigan Emergency Management Performance Grant
3. Circuit Court
  - a. Resolution to Accept the FY 2020 Swift and Sure Sanctions Probation Program Grant, Continue the Grant Funded Three-Quarter Time SSSPP Case Management Coordinator Position and Enter into Subcontracts
  - b. Resolution to Accept the FY 2020 Michigan Mental Health Court Program Grant, Continue the Grant Funded Three-Quarter Time Mental Health Court-Court Services Coordinator Position and the Full-Time Mental Health Court-Case Coordination Specialist Position, and Enter into Subcontracts
4. Probate Court – Resolution to Authorize the Conversion of Deputy Probate Register III Position to Full-Time
5. Community Corrections – Resolution to Authorize Notice to Sentinel Offender Services, LLC that Justice Millage Funds Have Been Allocated and are Available to Continue Electronic Monitoring Services for Indigent Users through September 30, 2019
6. 55<sup>th</sup> District Court – Resolution to Authorize the Reorganization of the 55<sup>th</sup> District Court
7. Equalization/Tax Mapping – Resolution to Approve the 2019 Apportionment Report  
*(Report to be Distributed at the Meeting)*
8. Capital Area Transportation Authority – Resolution Authorizing the Fifth Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2020
9. Parks Department
  - a. Resolution to Authorize a Contract with L. J. Trumble Builders, LLC
  - b. Resolution to Authorize a Purchase Order with Tomco Asphalt, Inc.
10. Health Department
  - a. Resolution to Authorize an Extension of the Agreement with Ionia County Health Department
  - b. Resolution to Accept Grant Funds through Mid-State Health Network
  - c. Resolution to Authorize an Agreement with Intelligent Medical Objects, Inc.
  - d. Resolution to Accept Integrated Behavioral Health Plan
  - e. Resolution to Authorize an Agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine
  - f. Resolution to Accept Quality Improvement Funding Award from HRSA
  - g. Resolution to Amend Resolution #18-385 with Otech for Usign/Ustart Software
  - h. Resolution to Authorize an Agreement with Uber Health

11. Human Resources Department – Resolution to Approve Reclassification Appeal of the Administrative Analyst Position
12. Controller/Administrator's Office – Resolution Authorizing Adjustments to the 2019 Ingham County Budget

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw, Tennis, and Schafer.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw, Tennis, and Schafer.

2. Sheriff's Office
  - a. Resolution to Authorize the Renewal of a Contract with the Michigan Department of Corrections to Rent Up to 50 Beds to the Michigan Department of Corrections

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. POLSDOFER, TO TABLE THE RESOLUTION.

THE MOTION TO TABLE THE RESOLUTION FAILED.      **Yeas:** Morgan, Polsdofer  
**Nays:** Grebner, Maiville      **Absent:** Crenshaw, Tennis, Schafer

Undersheriff Andy Bouck, Sheriff's Office, stated that Sheriff Scott Wriggelsworth was unable to be before the Committee because he was attending a street naming ceremony for a fallen officer. He further stated that the County jail used to be much larger and there was a contract with the Michigan Department of Corrections (MDOC) to house a larger number of inmates.

Undersheriff Bouck stated that as the facility grew smaller, the contract shrunk as well. He further stated that when Sheriff Scott Wriggelsworth took office, there was no active contract with MDOC, but one was reinstated for 50 beds in October 2017.

Undersheriff Bouck stated that the original 50-bed contract ran from October 2017 to September 2018 at the negotiated rate of \$35 per day, per inmate lodged. He further stated that there were some stipulations in the contract, such that the MDOC inmates be eligible for programming consistent with other inmates in the facility and that the County reserve 20 beds, if needed, for substance abuse treatment.

Undersheriff Bouck stated that the \$35 per inmate, per day rate was very consistent across the State. He further stated that he had checked with Clinton and Eaton Counties about their contracted rates and they were the same or slightly less based on the size of the facility.

Undersheriff Bouck stated this resolution was the renewal of the original contract, which was for one year, with four one-year extensions to be allowed after that.

Commissioner Polsdofer stated that he had voted against the resolution in the Law & Courts Committee meeting because he was under the understanding that the \$35 per inmate per day rate had not been adjusted since the late 1990s. He further stated that he wanted more information to see if the rate could be adjusted, or if the contract could be set up again to apply a cost-of-living adjustment.

Undersheriff Bouck stated that he was not sure of the history of the rate, but the rate had to remain consistent across the State. He further stated that if the County renegotiated a higher rate, then the State would likely shift inmates to jails with lower rates.

Undersheriff Bouck stated that it was the nature of doing business, and if at the end of the contract term the County still was in the contract business, then the rate might be able to be revisited, but it would likely have to be done across the State.

Discussion.

Chairperson Grebner stated that \$35 was regarded as reasonable rate because the State wanted to get inmates out of the State prison system, as it was more expensive to house them in the MDOC facilities. He asked if Federal inmates were housed in the County jail.

Undersheriff Bouck stated that the County had a Federal inmate every now and then, when other jails that more regularly housed Federal inmates did not have room.

Chairperson Grebner stated there were different rates for Federal or Immigration and Customs Enforcement inmates. He asked what inmates from the State were being housed at the County jail currently.

Major Darin Southworth, Sheriff's Office, stated that he thought the State rate might have gone down over years, because of the State's budget concerns and the fact that some counties relied on the State contract as revenue. He further stated that he did not know of any jail that received over \$40 per inmate, per day from MDOC, and if there were any, the facility would likely have a lot to offer.

Major Southworth stated that the County currently housed about 15 parole violators, and the rest were usually in the Intensive Detention Reentry Program (IDRP). He further stated that no inmate was housed longer than 45 days, as they were usually cycled to another facility or released within that time.

Discussion.

Major Southworth stated that the average number of MDOC inmates housed in the County jail was fewer than the negotiated 50 beds, because the State was seeing a decline in inmates and the

cost of transporting inmates further away was also taken into consideration. He further stated that the MDOC inmates that came to the County were generally low-maintenance and medically stable, but if an incident did occur where a hospital detail was needed, the State would be billed for that.

Discussion.

Chairperson Grebner asked how many posts at the County jail had closed.

Major Southworth stated there were originally 10 posts in the County jail, and there were six posts in operation currently. He further stated that three of the closed posts were inoperable because of maintenance issues.

Undersheriff Bouck stated that MDOC inmates were commingled throughout the posts and classified like the other inmates, so it was not as simple just closing a post to get out of the contract business.

Chairperson Grebner asked how much money the County would save if it got out of the contract business.

Undersheriff Bouck stated he estimated the cost of each MDOC inmate to be about \$3 per inmate per day for meals, as the rest of the costs to run the jail would still be incurred.

Discussion.

Undersheriff Bouck stated that when he had pulled the daily jail count for October 1, 2019, the capacity was 444 beds and there were 368 total inmates in the jail, 34 of which were MDOC inmates. He further stated that the County was not housing MDOC inmates at the detriment of County jail space.

Commissioner Maiville asked why the resolution had failed in the Law & Courts Committee.

Commissioner Polsdofer stated that he personally had wanted to hear more information about the contract.

Discussion.

Chairperson Grebner stated that the contract had officially started on October 1, 2019. He asked if the County would continue to get inmates if the contract was not yet approved.

Undersheriff Bouck stated that he had begun the renewal process with MDOC in plenty of time, but had had to remind their contract department to get him the contract in time for the meetings. He further stated that he had told MDOC the resolution would not be before the Board of Commissioners until mid-October, and they had said it was not a problem.





Public Comment

None.

Adjournment

The meeting was adjourned at 6:37 p.m.

## OCTOBER 16, 2019 FINANCE AGENDA STAFF REVIEW SUMMARY

### RESOLUTION ACTION ITEMS:

The Controller's Office recommends approval of the following resolutions:

2. **Sheriff's Office/Health Department** – *Resolution to Authorize an Agreement with Michigan State University Department of Psychiatry to Provide Psychiatric Services for Inmates at the Ingham County Jail*

This resolution will authorize the renewal of a contract with the MSU Department of Psychiatry to assign one senior-level resident psychiatrist to provide psychiatric services to any inmate at the Ingham County Jail for up to eight hours weekly and contract the services of one attending psychiatrist to supervise the resident psychiatrist, or provide psychiatric services to any inmate at the Ingham County Jail in the absence of a resident, for up to eight hours weekly at the rate of \$149 per hour for a total budget not to exceed \$61,984 with up to \$61,984 from the General Fund and/or Health Services Millage for the time period of November 1, 2018 through October 31, 2019. Since expiration of the most recent contract on October 31, 2018, services have been continuing and invoices have continued to be paid.

See memo for details.

3. **Sheriff's Office** – *Resolution to Authorize the Renewal of a Contract with the Michigan Department of Corrections to Rent Up to 50 Beds to the Michigan Department of Corrections*

This resolution will authorize the renewal of an agreement with the Michigan Department of Corrections to rent up to 50 jail beds as needed, at a cost of \$35.00 per day per bed, effective October 1, 2019 through September 30, 2020. Estimated revenue is \$447,125, and is anticipated in the 2020 budget.

This item failed at the September 26, 2019 Law and Courts Committee meeting and was tabled at the October 2, 2019 Finance Committee meeting.

4. **9-1-1 Center Dispatch** – *Resolution to Authorize Leases for the Necessary Communication Towers for the MPSCS/Ingham County Radio Communications System Project*

As part of the Public Safety Radio System Replacement project authorized by Resolution 18-550, the Michigan Public Safety Communication System (MPSCS), Ingham County 9-1-1, and Motorola have identified the communication towers and the estimated costs associated with leases for these towers for the MPSCS/Ingham County Radio Communications System Project. Five of the nine towers will have no financial impact. Of the remaining four towers, two of those are existing leases that will continue to be paid under the current leases. The current leases account for a 3% annual increase. Increases in lease rates will occur when additional equipment is added to these tower sites. The tower at M52 is a change but was chosen over an existing tower for its condition. The financial impact is yet to be determined and will be negotiated with the owner but is estimated to be \$3,000 per month. The new tower in our system on Haslett Road is being procured to address coverage issues experienced in the northeast portion of Ingham County. The financial impact is not finalized but estimated to be \$3,000 per month.

This resolution will authorize the expenditure of funds for the costs associated with leases for the MPSCS/Ingham County Radio Communications System Project for the nine Ingham County Communication Towers listed on the resolution. The resolution will also authorize the 9-1-1 Director and Ingham County to negotiate any no cost contract/lease documents necessary for the tower leases on government or privately owned communication towers for the MPSCS/Ingham County Radio Communications System Project.

See memo for details.

**5. Law & Courts Committee – Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services)**

This resolution will authorize submitting to a vote of the electorate the renewal of the special millage providing comprehensive emergency telephone services on the March 10, 2020 ballot. Authorization for the most recent millage renewal expires on December 31, 2019. This millage is projected to provide around \$6.5 million in revenue for 2020.

See memo for details.

**6. Parks Department – Resolution Approving the Scoring Criteria for the Trails and Parks Millage Grants**

This resolution authorizes the scoring criteria for the upcoming round of applications for Trails and Parks millage funding.

**7a. Health Department - Resolution to Authorize an Agreement with Larder Data Consulting, LLC**

This resolution authorizes an agreement with Larder Data Consulting, LLC, for conducting a feasibility study and determining a strategic plan to provide Medication Assisted Treatment (MAT) within Ingham County Jail, effective October 30, 2019 through January 31, 2020. The cost of \$18,000 will be funded through an agreement with Blue Cross Blue Shield of Michigan.

**7b. Health Department - Resolution to Convert Charge Nurse Position**

The Health Department recommends approval of a resolution to convert a vacant Charge Nurse Position to a Health Center Nurse position. The vacant Charge Nurse position at River Oak Community Health Center recently moved its primary care operations to Forest Health Center, where a Charge Nurse is already in place. The former River Oak clinical team is in need of a Health Center Nurse in order to support patient care at Forest. This change would result in savings of \$7,184 - \$8,635.

**8. Michigan Department of Health and Human Services - Resolution to Authorize a Cooperative Cash Match Agreement with Michigan Rehabilitation Services**

This resolution authorizes Ingham County to act as the fiduciary pass-through agency in a cash match agreement with Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, and placement supports to individuals with disabilities who are eligible for MRS services. Match funding is provided by Peckham, Inc. The agreement will not exceed \$444,444 (\$120,000 local match). The agreement with Michigan Rehabilitation Services will be for the time period of October 1, 2019 through September 30, 2020.

**9a. Innovation and Technology Department – Resolution to Approve the Renewal of Box File Sharing Subscription from CDW-G**

Ingham County currently uses Box to share large files with vendors, citizens, and other outside entities. A pilot project was initiated in 2016 with the Purchasing and Roads Departments to test the first year subscription. It has expanded over the following years and now other departments and users are using Box as well. The Chief Information Officer recommends approval of a resolution to cover those additional users and to extend the Box subscription for an additional year at a total cost not to exceed \$13,500.

**9b. Innovation and Technology Department – Resolution to Approve the Renewal of Remote Access Software from CDW-G**

On December 11, 2018 the Board of Commissioners approved Resolution #18-511 to approve purchase of enhanced security software. IT staff searched for a software solution to enable remote access to the County computer network in a more efficient manner while maintaining an enhanced level of security. Current licensing and support on this software will expire at the end of 2019, and renewal of the agreement was anticipated in the 2019 budget. The Chief Information Officer recommends approval of a resolution to renew the remote access software agreement from CDW-G at a cost not to exceed \$9,600.

**9c. Innovation and Technology Department – Resolution to Approve the Invoice for Renewing Courtview Support Services**

CourtView software is used in various criminal justice areas including our Courts and Prosecuting Attorneys' office. The annual maintenance agreement to maintain the application, receive support, and receive needed software updates will expire on December 31. A support agreement has been purchased every year since Ingham County first owned the application. Last year's total maintenance cost was \$158,278. The total cost proposed by CourtView for 2020 is \$161,585, a 2.1% increase. The Chief Information Officer recommends approval of this contract renewal.

**10. Facilities Department – Resolution to Authorize an Agreement with Safety Systems Inc. for the Installation and Monitoring of the Intrusion System at the 911 Center's Radio Project Warehouse**

On August 17, 2019 the Board of Commissioners approved Resolution #19-361 to authorize an agreement to lease space for storage of equipment for the new public safety radio system. An intrusion system will be needed for the space during the lease agreement of December 1<sup>st</sup> 2019 thru May 31<sup>st</sup> 2021 with a six month option to renew. The Facilities Director recommends approval of a resolution to authorize and agreement with Safety Systems, Inc. for devices and installation of an intrusion alert system at a cost of \$1,491, plus a monthly cost of \$40 and an annual increase limited to 1%.

**11a. Human Resources Department – Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2020 and Authorizing Letters of Agreement with Bargaining Units**

The Health Care Coalition has agreed to recommend that no changes be made to County health insurance benefits in 2019, but has agreed to make changes to the premium sharing arrangement. In summary those changes are as follows:

- As allowed by Resolution #14-436, current bargaining agreements call for 50 percent of any net savings in health care costs to be used toward reduction of the employee premium cost share. After much study and debate, the Coalition determined that the County should apply these funds toward an employer contribution to employee health savings accounts for those enrolled in the base plan in 2020. The Coalition reasoned that this change would encourage employees to enroll in the more-affordable base plan while easing concerns about exposure to high deductibles early in the coverage year.
- Set employee premium rates for the base, standard and high plan options for 2020. Premium rates are based on a revised base plan formula that more realistically reflects contemporary experience in health insurance premium rate changes.
- Resets the waiver rate for eligible employees who opt out of the County health insurance benefit.

A resolution is offered to adopt these changes.

**11b. Human Resources Department – Resolution to Waive the Public Act 152 Health Care Requirements for 2020**

Section 8 of the Publicly Funded Health Insurance Contribution Act (MCL 15.568) permits a local unit of government to exempt itself from employer contribution limitations of the Act for the next succeeding year by a 2/3 vote of a governing body. The County began a partially self-insured health insurance program in 2015 that resulted in substantial savings. Uncertainty associated with the savings amount in the coming fiscal year makes it very difficult to determine if the County will be in compliance with the 80% maximum funding requirement. Therefore, the County administration recommends that this requirement of Public Act 152 be waived for 2020 as allowed by statute.

**11c. Human Resources Department – Resolution to Authorize Renewal of a Contract for Job Recruitment Services**

On September 25, 2018 the Board of Commissioners approved Resolution #18-376 to authorize a contract for job recruitment services with Trillium Staffing Solutions to perform job recruitment services for the Financial Services Director position. Renewal of the agreement with Trillium Staffing Solutions would provide much-needed assistance of a professional recruiting firm in filling this vacancy. The Human Resources Director recommends renewal and execution of an agreement with Trillium Staffing Solutions to perform job recruitment services for the Financial Services Director position in an amount not to exceed \$15,000.

**12a. Controller/Administrator's Office – Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming as Authorized by the Justice Millage**

This resolution authorizes Ingham County to act as the fiduciary pass-through agency in a cash match agreement with Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, and placement supports to individuals with disabilities who are eligible for MRS services. Match funding is provided by Peckham, Inc. The agreement will not exceed \$444,444 (\$120,000 local match). The agreement with Michigan Rehabilitation Services will be for the time period of October 1, 2019 through September 30, 2020.

**12b. Controller/Administrator's Office – Ingham County 2020 General Appropriations Resolution**

This resolution will adopt the 2020 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget meeting held on September 11, 2019.

**PRESENTATION/DISCUSSION/OTHER ITEM:**

- 1a. Treasurer's Office**– *First Quarter Investment Report (Informational Item)*
- 1b. Treasurer's Office**– *Second Quarter Investment Report (Informational Item)*
- 13a. Board Referrals** - City of Lansing Notice of Public Hearing – Proposed Creation of North Grand River Corridor Improvement Authority
- 13b. Board Referrals** – City of Lansing Notice of Public Hearing – Proposed Creation of South Martin Luther King Corridor Improvement Authority
- 13c. Board Referrals** - City of East Lansing Assessing Officers Report for Industrial Facility Exemption Certificates for 2019

**INGHAM COUNTY  
POOLED CASH AND INVESTMENTS  
March 31, 2019**

	<b>BALANCE</b>	<b>MATURITY</b>	<b>PURCHASE DATE</b>	<b>INTEREST RATE</b>
Operating Bank Accounts	7,077,464.44			
<b>CERTIFICATES OF DEPOSITS</b>				
Flagstar Bank	2,000,000.00	4/19/2019	10/5/2019	2.2000
CIBC (formerly Private Bank)	1,000,000.00	5/31/2019	6/1/2018	2.4000
Horizon CD	1,000,000.00	6/25/2019	9/28/2018	2.7000
MSU Credit Union	1,000,000.00	6/26/2019	12/26/2018	2.0100
First National Bank	1,000,000.00	7/9/2019	7/9/2018	2.2000
Flagstar Bank	1,000,000.00	7/13/2019	7/13/2018	2.2500
Level One Bank	1,000,000.00	8/23/2019	8/23/2018	2.5000
CIBC (formerly Private Bank)	1,000,000.00	9/6/2019	11/16/2018	2.7000
Horizon CD	1,000,000.00	9/27/2019	12/28/2018	2.9400
ChoiceOne CD	500,000.00	11/15/2019	11/20/2018	2.7000
LAFCU	1,000,000.00	12/27/2019	12/27/2018	2.0600
MSU Credit Union	300,000.00	1/14/2020	1/14/2017	1.5000
Horizon CD	1,000,000.00	3/6/2020	3/8/2019	2.8300
MSU Credit Union	1,000,000.00	6/5/2020	12/5/2018	2.6600
MSU Credit Union	1,000,000.00	12/5/2020	12/5/2018	2.7600
LAFCU	1,014,867.19	12/27/2020	12/27/2017	1.6000
MSU Credit Union	1,000,000.00	12/26/2021	12/26/2018	3.0100
MSU Credit Union	1,000,000.00	3/4/2022	3/4/2019	3.0100
Total Certificates of Deposit	17,814,867.19			
<b>RESERVE AND SAVINGS</b>				
LAFCU	107,235.91			0.3400
Small Accounts	32.19			-
MSU Credit Union	1,223,986.91			0.6000
Michigan Class	37,854,322.16			2.1600
Total Reserve and Savings	39,185,577.17			
<b>FEDERAL AGENCY COUPON SECURITIES</b>				
Treasury Bill	1,974,188.88	4/25/2019	10/4/2018	2.3000
Federal Farm Credit Bank	2,000,000.00	10/13/2020	7/14/2016	1.3700
Federal Farm Credit Bank	2,000,000.00	1/19/2021	7/19/2016	1.4400
Federal Farm Credit Bank	2,000,777.78	4/26/2021	5/18/2018	2.7200
Federal Farm Credit Bank	2,500,000.00	8/16/2021	6/22/2016	1.6770
FHLB	2,000,000.00	10/29/2021	10/3/2018	3.1250
Federal Home Loan Bank	2,000,000.00	11/9/2021	11/9/2016	1.5000

Federal Farm Credit Bank	2,000,000.00	8/21/2023	2/13/2019	2.9700
Federal Farm Credit Bank	1,000,080.56	09/05/2023	3/5/2019	2.9000
Federal Farm Credit Bank	2,000,000.00	11/1/2023	11/8/2016	1.8750
FHLB	2,000,000.00	1/29/2024	1/17/2019	3.1500
Federal Farm Credit Bank	1,000,000.00	11/20/2024	2/13/2019	3.1700
FHLB	1,000,000.00	3/6/2026	3/6/2019	3.3000
Federal Farm Credit Bank	1,000,000.00	2/22/2027	2/6/2019	3.5700

Total Federal Agency Coupon Securities **24,475,047.22**

#### COMMERCIAL PAPER/LOCAL ISSUES

DBS Bank	1,975,711.66	4/5/2019	10/10/2018	2.4700
Walgreens CP	1,984,445.47	4/12/2019	1/7/2019	3.0100
National Sec Clearing	1,976,808.33	5/3/2019	11/19/2018	2.5300
Nestle Finance	1,970,691.11	5/17/2019	10/10/2018	2.4200
AT&T	1,965,517.78	6/5/2019	10/12/2018	2.6300
Astra Zeneca CP	2,971,230.00	6/18/2019	2/12/2019	2.7400
JP Morgan Securities LLC	1,961,140.00	6/28/2019	10/3/2018	2.6100
VW Credit CP	2,963,025.00	7/8/2019	2/5/2019	2.9700
Walgreens CP	1,966,786.66	7/29/2019	1/22/2019	3.1800
Bell Canada CP	1,983,680.00	7/5/2020	3/19/2019	2.7200

Total Commerical Paper **21,719,036.01**

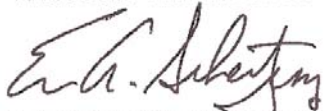
#### MUNICIPAL BONDS

Lansing Board of Water and Light	1,000,000.00	7/1/2019	6/18/2011	2.9600
Haslett Schools	1,600,000.00	5/1/2020	3/23/2016	1.7800
South Lyons Community Schools	190,000.00	5/1/2020	5/15/2016	2.2400
Wayland Union School District	700,000.00	5/1/2020	12/1/2016	1.8000
Lansing Board of Water and Light	950,000.00	7/1/2020	6/16/2011	2.1770
Haslett Schools	250,405.40	5/1/2021	5/30/2017	2.0130
South Lyons Community Schools	300,000.00	5/1/2022	5/15/2013	2.5800
State of Michigan A REG	709,669.97	11/1/2022	6/22/2017	2.0300
Houghton-Portage Township	201,666.00	5/1/2025	7/14/2016	2.5930
Ionia School District	233,787.40	5/1/2025	3/27/2017	2.2700
City of Lansing	304,250.00	5/1/2027	9/25/2012	3.5000

Total Municipal Bonds **6,439,778.77**

Total Pooled Investments **109,634,306.36**

Total Pooled Cash and Investment **116,711,770.80**



8.23.19

Eric A. Schertzing, Ingham County Treasurer



**INGHAM COUNTY**  
**POOLED CASH AND INVESTMENTS**  
**June 30, 2019**

	<b>BALANCE</b>	<b>MATURITY</b>	<b>PURCHASE DATE</b>	<b>INTEREST RATE</b>
Operating Bank Accounts	9,037,275.08			
<b>CERTIFICATES OF DEPOSITS</b>				
First National Bank	1,000,000.00	7/9/2019	7/9/2018	2.2000
Flagstar Bank	1,000,000.00	7/13/2019	7/13/2018	2.2500
Level One Bank	1,000,000.00	8/23/2019	8/23/2018	2.5000
CIBC (formerly Private Bank)	1,000,000.00	9/6/2019	11/16/2018	2.7000
Horizon CD	1,000,000.00	9/27/2019	12/28/2018	2.9400
ChoiceOne CD	500,000.00	11/15/2019	11/20/2018	2.7000
LAFCU	1,000,000.00	12/27/2019	12/27/2018	2.0600
MSU Credit Union	300,000.00	1/14/2020	1/14/2017	1.5000
Horizon CD	1,000,000.00	3/6/2020	3/8/2019	2.8300
MSU Credit Union	1,000,000.00	6/5/2020	12/5/2018	2.6600
MSU Credit Union	1,000,000.00	12/5/2020	12/5/2018	2.7600
LAFCU	1,014,867.19	12/27/2020	12/27/2017	1.6000
MSU Credit Union	1,000,000.00	12/26/2021	12/26/2018	3.0100
MSU Credit Union	1,000,000.00	3/4/2022	3/4/2019	3.0100
MSU Credit Union	1,000,000.00	5/30/2021	5/30/2019	2.8100
Total Certificates of Deposit	<b>13,814,867.19</b>			
<b>RESERVE AND SAVINGS</b>				
LAFCU	116,507.42			0.3400
Small Accounts	32.19			-
MSU Credit Union	1,263,563.40			0.6000
Michigan Class	36,098,870.43			2.1600
Total Reserve and Savings	<b>37,478,973.44</b>			
<b>FEDERAL AGENCY COUPON SECURITIES</b>				
Federal Farm Credit Bank	2,000,000.00	10/13/2020	7/14/2016	1.3700
Federal Farm Credit Bank	2,000,000.00	1/19/2021	7/19/2016	1.4400
Federal Farm Credit Bank	2,500,000.00	8/16/2021	6/22/2016	1.6770
Federal Home Loan Bank	2,000,000.00	11/9/2021	11/9/2016	1.5000
Federal Farm Credit Bank	2,000,000.00	4/24/2023	4/24/2019	2.7000
Federal Farm Credit Bank	2,000,000.00	11/1/2023	11/8/2016	1.8750
Federal Farm Credit Bank	2,000,163.89	7/23/2024	4/24/2019	2.9500
FHLB	1,000,000.00	3/6/2026	3/6/2019	3.3000
Federal Farm Credit Bank	1,001,016.67	5/14/2021	5/29/2019	2.4400

FHLB	1,000,000.00	5/29/2024	5/29/2019	2.6500
FHLB	1,000,088.06	8/28/2028	5/29/2019	3.1700

Total Federal Agency Coupon Securities	18,501,268.62			
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COMMERCIAL PAPER/LOCAL ISSUES

VW Credit CP	2,963,025.00	7/8/2019	2/5/2019	2.9700
Walgreens CP	1,966,786.66	7/29/2019	1/22/2019	3.1800
Bell Canada CP	1,983,680.00	7/5/2020	3/19/2019	2.7200
VW Credit CP	1,976,340.00	10/11/2019	5/8/2019	

Total Commerical Paper	8,889,831.66			
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MUNICIPAL BONDS

Lansing Board of Water and Light	1,000,000.00	7/1/2019	6/18/2011	2.9600
Haslett Schools	1,600,000.00	5/1/2020	3/23/2016	1.7800
South Lyons Community Schools	190,000.00	5/1/2020	5/15/2016	2.2400
Wayland Union School District	700,000.00	5/1/2020	12/1/2016	1.8000
Lansing Board of Water and Light	950,000.00	7/1/2020	6/16/2011	2.1770
Haslett Schools	250,405.40	5/1/2021	5/30/2017	2.0130
South Lyons Community Schools	300,000.00	5/1/2022	5/15/2013	2.5800
State of Michigan A REG	709,669.97	11/1/2022	6/22/2017	2.0300
Houghton-Portage Township	201,666.00	5/1/2025	7/14/2016	2.5930
Ionia School District	233,787.40	5/1/2025	3/27/2017	2.2700

Total Municipal Bonds	6,135,528.77			
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Total Pooled Investments	84,820,469.68			
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Total Pooled Cash and Investment	93,857,744.76			
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 9.12.19  
Eric A. Schertzing, Ingham County Treasurer

## Agenda Item 2

**TO:** Board of Commissioners Law & Courts, Human Services & Finance Committees  
**FROM:** Scott Wrigglesworth, Ingham County Sheriff  
**DATE:** September 20, 2019  
**SUBJECT:** Resolution to Enter into an Agreement with the MSU Department of Psychiatry

For the meeting agendas of September 26, September 30, and October 1, 2019

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### **BACKGROUND**

Ingham County Jail wishes to renew a contract with Michigan State University Department of Psychiatry to assign one senior-level resident psychiatrist to provide psychiatric services to any inmate at the Ingham County Jail for up to eight hours weekly, to contract the services of one attending psychiatrist to supervise the resident psychiatrist or to provide psychiatric services to any inmate at the Ingham County Jail in the absence of a resident. Ingham County Jail recognizes the need to appropriately address the psychiatric needs of all inmates in the interest of maintaining inmate and staff safety, and in protecting all inmates' Eighth Amendment rights against cruel and unusual punishment. The United State Supreme Court has ruled on numerous occasions that the failure to provide appropriate mental health and medical care may constitute a violation of the Eighth Amendment (*Estelle v Gamble*, 429 U.S. 97 (1976) (deliberate indifference to prisoners' serious medical needs constitutes cruel and unusual punishment); see, e.g., *Hunt v Uphoff*, 199 F.3d 1220 (10th Cir. 1999) (prison officials violated Eighth Amendment rights by providing such inadequate medical treatment for inmate's diabetes and hypertension that inmate consequently suffered heart attack); *LaFaut v Smith*, 834 F.2d 389 (4th Cir. 1987) (prison officials violated Eighth Amendment by failing to provide disabled inmate with needed physical therapy and adequate access to facilities); *Madrid v Gomez*, 889 F. Supp. 1146, 1265-66 (N.D. Ca. 1995) (continued confinement of mentally ill inmates in the facility's security housing unit which violated Eighth Amendment)).

Through Resolution #17-412, as authorized through Resolution #17-412, the Michigan State University Department of Psychiatry has provided Ingham County Jail a senior-level resident psychiatrist to provide psychiatric services to any inmate at the Ingham County Jail for up to eight hours weekly and contract the services of one attending psychiatrist to supervise the resident psychiatrist, or provide psychiatric services to any inmate at the Ingham County Jail in the absence of a resident through October 31, 2018.

### **ALTERNATIVES**

There are no alternatives.

### **FINANCIAL IMPACT**

The General Fund budget for Jail Medical and Health Services Millage funding has been identified to fund the continuation of this contract to the extent the services are Health Services Millage eligible through the October 31, 2019. Certain inmates of the Ingham County jail are eligible for services funded by the Health Services Millage as Ingham County residents that have no access to private or third party paid services, and are ineligible for Medicaid by virtue of their status as inmates, and have income of less than \$28,000 annually. For those inmates who are not health services millage eligible, up to \$61,984 of General Funds were included in the Jail Medical FY 2019 and 2020 budget.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

### **OTHER CONSIDERATIONS**

There are no other considerations.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes renewing a contract with MSU Department of Psychiatry to assign one senior-level resident psychiatrist to provide psychiatric services to any inmate at the Ingham County Jail for up to eight hours weekly and contract the services of one attending psychiatrist to supervise the resident psychiatrist, or provide psychiatric services to any inmate at the Ingham County Jail in the absence of a resident. These services will be provided for up to eight hours weekly at the rate of \$149 an hour for a total budget not to exceed \$61,984, with up to \$61,984 from the General Fund and/or Health Services Millage effective November 1, 2018 through October 31, 2019.

Introduced by the Law & Courts, Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN STATE UNIVERSITY  
DEPARTMENT OF PSYCHIATRY TO PROVIDE PSYCHIATRIC SERVICES FOR INMATES AT  
THE INGHAM COUNTY JAIL**

WHEREAS, Ingham County wishes to renew a contract with Michigan State University Department of Psychiatry to assign one senior-level resident psychiatrist to provide psychiatric services to any inmate at the Ingham County Jail for up to eight hours weekly, to contract the services of one attending psychiatrist to supervise the resident psychiatrist or to provide psychiatric services to any inmate at the Ingham County Jail in the absence of a resident; and

WHEREAS, effective May 27, 2016, psychiatric assessments and treatment plans were no longer being offered by the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) at the Ingham County Jail; and

WHEREAS, the Ingham County Jail recognizes the need to appropriately address the psychiatric needs of all inmates in the interest of maintaining inmate and staff safety, and in protecting inmates' Eighth Amendment rights against cruel and unusual punishment; and

WHEREAS, the United State Supreme Court has ruled on numerous occasions that the failure to provide appropriate mental health and medical care may constitute a violation of the Eighth Amendment (*Estelle v Gamble*, 429 U.S. 97 (1976) (deliberate indifference to prisoners' serious medical needs constitutes cruel and unusual punishment); see, e.g., *Hunt v Uphoff*, 199 F.3d 1220 (10th Cir. 1999) (prison officials violated Eighth Amendment by providing such inadequate medical treatment for inmate's diabetes and hypertension that inmate consequently suffered heart attack); *LaFaut v Smith*, 834 F.2d 389 (4th Cir. 1987) (prison officials violated Eighth Amendment by failing to provide disabled inmate with needed physical therapy and adequate access to facilities); *Madrid v Gomez*, 889 F. Supp. 1146, 1265-66 (N.D. Ca. 1995) (continued confinement of mentally ill inmates in the facility's security housing unit violated the Eighth Amendment); and

WHEREAS, through Resolution #17-412, MSU Department of Psychiatry has provided Ingham County Jail a senior-level resident psychiatrist to provide psychiatric services to any inmate at the Ingham County Jail for up to eight hours weekly and contract the services of one attending psychiatrist to supervise the resident psychiatrist, or provide psychiatric services to any inmate at the Ingham County Jail in the absence of a resident through October 31, 2018; and

WHEREAS, the General Fund budget for Jail Medical and Health Services Millage funding has been identified to fund the continuation of this contract to the extent the services are Health Services Millage eligible through the October 31, 2019; and

WHEREAS, certain inmates of the Ingham County jail may be eligible for services funded by the Health Services Millage as Ingham County residents that have no access to private or third party paid services, and are ineligible for Medicaid by virtue of their status as inmates, and have income of less than \$28,000 annually; and

WHEREAS, for those inmates who are not health services millage eligible, up to \$61,984 of General Funds were included in the Jail Medical FY2019 budget; and

WHEREAS, the Health Officer recommends renewing a contract with MSU Department of Psychiatry to assign one senior-level resident psychiatrist to provide psychiatric services to any inmate at the Ingham County Jail for up to eight hours weekly and contract the services of one attending psychiatrist to supervise the resident psychiatrist, or provide psychiatric services to any inmate at the Ingham County Jail in the absence of a resident, for up to eight hours weekly at the rate of \$149 an hour for a total budget not to exceed \$61,984, with up to \$61,984 from the General Fund and/or Health Services Millage effective November 1, 2018 through October 31, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes renewing a contract with the MSU Department of Psychiatry to assign one senior-level resident psychiatrist to provide psychiatric services to any inmate at the Ingham County Jail for up to eight hours weekly and contract the services of one attending psychiatrist to supervise the resident psychiatrist, or provide psychiatric services to any inmate at the Ingham County Jail in the absence of a resident, for up to eight hours weekly at the rate of \$149 an hour for a total budget not to exceed \$61,984 with up to \$61,984 from the General Fund and/or Health Services Millage for the time period of November 1, 2018 through October 31, 2019.

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

BE IT FURTHER RESOLVED, that the Health Services Millage shall be used to fund eligible services, and the Controller/Administrator is directed to make the necessary adjustments to the 2019 Sheriff's Office and Health Department budgets.

**Agenda Item 3**

**TO:** Law & Courts Committee  
and Finance Committee

**FROM:** Undersheriff Andrew R. Bouck

**DATE:** September 16, 2019

**RE: RESOLUTION TO AUTHORIZE THE RENEWAL OF A CONTRACT  
WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS TO  
RENT UP TO 50 BEDS TO THE MICHIGAN DEPARTMENT OF  
CORRECTIONS**

This is a resolution requesting the Ingham County Sheriff's Office, be allowed to renew a Contract with the Michigan Department of Corrections (MDOC) at the sum of \$35.00 per day, per Violator to house up to fifty (50) MDOC Violators for the period of October 1, 2019 to September 30, 2020.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE RENEWAL OF A CONTRACT WITH THE  
MICHIGAN DEPARTMENT OF CORRECTIONS TO RENT UP TO 50 BEDS TO THE  
MICHIGAN DEPARTMENT OF CORRECTIONS**

WHEREAS, the Ingham County Sheriff's Office Jail has an established design, which includes 394 County beds and 50 contractual beds; and

WHEREAS, the funds received by the County for leasing the contractual beds would be used to offset the general fund cost of operating the Jail; and

WHEREAS, the Ingham County Sheriff's Office is requesting the agreement with the Michigan Department of Corrections be renewed for one additional one year period to rent up to 50 beds as needed at a cost of \$35.00 per day, per bed, effective October 1, 2019 through September 30, 2020, for Michigan Department of Correction's Violators; and

WHEREAS, the revenue to be received from the renting of up to 50 beds, which is anticipated to be \$447,125.00, would be recognized in the 2019-2020 Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the renewal of one additional one year Agreement with the Michigan Department of Corrections to rent up to 50 of the jail beds as needed, at a cost of \$35.00 per day per bed, effective October 1, 2019 through September 30, 2020 for the Michigan Department of Corrections.

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



## Agenda Item 4

**TO:** Board of Commissioners Law & Courts Committee

**FROM:** Terri Thornberry 9-1-1 Director

**DATE:** October 1, 2019

**SUBJECT:** Resolution for authorizing leases for the necessary communication towers for the MPSCS/Ingham County Radio communications system project

For the meeting agenda October 10, 2019

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### **BACKGROUND**

Ingham County, MPSCS, and Motorola designed a very robust radio system to replace the Harris radio system that is coming to its end of life. Nine tower locations were identified as necessary in the radio system design. The tower location are necessary to achieve the radio coverage for responders in Ingham County. The table below identifies the towers.

SITE LOCATION	OWNER INFORMATION	MONTHLY/ ANNUAL LEASE COST	LEASE START DATE	LEASE END DATE
Mason Building- Lansing	1104-MPSCS	None	n/a	n/a
Harrison-East Lansing	1106-MPSCS	None	n/a	n/a
Dobie Rd-Okemos	WKAR-MSU	None	n/a	n/a
Haslett Rd. Williamston	SBA	\$3,000	tbd	tbd
N. M-52 Webberville	American Tower	Tbd but est. \$3000	unk	unk
Carter Rd. Dansville	John Warvel	\$1,055.65 current. With equipment added est. \$3000	5/1/2004	5/1/2024
Hull Rd. Leslie	SBA	\$1,425.77 current. With equipment added est. \$3000	4/15/2004	4/15/2024
Cedar St. Mason	ICSO	None	n/a	n/a
W. Holmes Rd Lansing	City of Lansing	None	n/a	n/a

### **ALTERNATIVES**

None. If the current tower configuration is not able to be secured, others will need to be to support the robust design. The need to be able to secure a lease will not change.

### **FINANCIAL IMPACT**

Five of the nine towers will have no financial impact. Of the remaining four towers, two of those are existing leases that will continue to be paid under the current leases. The current leases account for a 3% yearly increase. Increases in lease rates will occur when we add additional equipment to these tower sites. The tower at M52 is a change but was chosen over an existing tower for its condition. The financial impact is yet to be determined and will be negotiated with the owner but is estimated to be \$3000 per month. The new tower in our system on Haslett Road is being procured to address coverage issues experienced in the northeast portion of Ingham County. The financial impact is not finalized but estimated to be \$3,000 per month.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of service to our residents and supporting public safety.

### **OTHER CONSIDERATIONS**

This resolution will help keep the timeliness and schedule of this project on point.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize leases be secured for the towers needed in the MPSCS/Ingham County Radio communication system project.

## Agenda Item 4

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

### INGHAM COUNTY BOARD OF COMMISSIONERS

#### **RESOLUTION TO AUTHORIZE LEASES FOR THE NECESSARY COMMUNICATION TOWERS FOR THE MPSC/INGHAM COUNTY RADIO COMMUNICATIONS SYSTEM PROJECT**

WHEREAS, the Ingham County Board of Commissioners has operated the Ingham County Public Safety Radio System since 2006, and continues to do so through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #18-550 authorized a contract with Motorola Solutions for the replacement of the Ingham County Public Safety Radio system to the Michigan Public Safety Communication System (MPSCS)/Motorola system; and

WHEREAS, MPSCS, Ingham County 9-1-1, and Motorola have identified the communication towers and the estimated costs associated with leases for these towers for the MPSCS/Ingham County Radio Communications System Project; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners fund this request from the monies collected by increasing the 9-1-1 phone surcharge as authorized by resolution #19-132.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of funds for the costs associated with leases for the MPSCS/Ingham County Radio Communications System Project for the following Ingham County Communication Towers:

SITE LOCATION	OWNER INFORMATION	MONTHLY/ ANNUAL LEASE COST	LEASE START DATE	LEASE END DATE	TERMS
Mason Building-504 W. Allegan, Lansing	1104-MPSCS	None	n/a	n/a	
Marigold/Harrison-East Lansing	1106-MPSCS	None	n/a	n/a	
4101 Dobie Rd-Okemos	WKAR-MSU	None	n/a	n/a	
2975 Haslett Rd. Williamston	SBA	\$3,000	tbd	tbd	
2243 N. M-52 Webberville	American Tower	TBD but est. \$3000	tbd	tbd	Lease amount tbd
1991 Carter Rd. Dansville	John Warvel	\$1055.65 current With equipment added est. \$3000	5/1/2004	5/1/2024	
3597 Hull Rd. Leslie	SBA	\$1425.77 current. With equipment added est. \$3000	4/15/2004	4/15/2024	
630 N. Cedar St. Mason	ICSO	None	n/a	n/a	
817 W. Holmes Rd. Lansing	City of Lansing	None	n/a	n/a	

BE IT FURTHER RESOLVED, that the 9-1-1 Director and County are hereby authorized to negotiate any no cost contract/lease documents necessary for the tower leases on government or privately owned communication towers for the MPSCS/Ingham County Radio Communications System Project.

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 Ingham County Board of Commissioners is authorized to sign any necessary purchase, application, contract/lease documents consistent with this resolution and approved as to form by the County Attorney.

## Agenda Item 5

**TO:** Board of Commissioners Law & Courts and Finance Committees  
**FROM:** Teri Morton, Deputy Controller  
**DATE:** October 4, 2019  
**SUBJECT:** Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services)  
  
For the meeting agendas of October 10 and 16

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### **BACKGROUND**

Ingham County has established and maintained financing for a countywide system of emergency telephone and dispatch services for the benefit of the citizens of the county during the past several years and the millage funds were approved by the electorate to operate countywide 9-1-1 emergency telephone and dispatch services since 1988. Authorization for the most recent millage renewal expires on December 31, 2019. This resolution will authorize submitting to a vote of the electorate the renewal of the special millage providing comprehensive emergency telephone services on the March 10, 2020 ballot.

### **ALTERNATIVES**

This millage provides approximately 75% of the operating and capital funds for the 9-1-1 Dispatch Center. Without these funds, some other source(s) of funding would need to be sought in order to continue providing emergency telephone services.

### **FINANCIAL IMPACT**

Based on current taxable value, this millage is projected to provide around \$6.5 million in revenue for 2020. As stated previously, this is the largest revenue source for providing 9-1-1 services to Ingham County.

### **OTHER CONSIDERATIONS**

In order to be included on the March 2020 ballot, this ballot language must be approved to the County Clerk by December 17, 2019. The last Board of Commissioners meeting to meet this deadline would be December 10, 2019.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION SUBMITTING TO A VOTE OF THE ELECTORATE A SPECIAL MILLAGE  
FOR CONTINUING COMPREHENSIVE EMERGENCY TELEPHONE SERVICES (911 SERVICES)**

WHEREAS, Ingham County has established and maintained financing for a countywide system of emergency telephone and dispatch services for the benefit of the citizens of the county during the past several years; and

WHEREAS, the 911 emergency telephone and dispatch services are of substantial benefit to the citizens of the County of Ingham; and

WHEREAS, the millage funds were approved by the electorate to operate countywide 911 emergency telephone and dispatch services since 1988 and that millage authorization expires on December 31, 2019.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate of Ingham County at the primary election to be held March 10, 2020.

**EMERGENCY TELEPHONE SERVICE (911 SERVICE)  
MILLAGE RENEWAL QUESTION**

For the purpose of renewing funding for a comprehensive countywide 911 Emergency Telephone and Dispatch System at the same millage level previously approved by the voters in 1996, 2000, 2004, 2008, 2012 and in 2016, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, previously increased by up to 0.8500 mills, \$0.85 per \$1,000 of taxable value, be continued and renewed for a period of four (4) years (2020-2023) inclusive? If approved and levied in full, this millage will raise an estimated \$6,530,454 for the countywide 911 Emergency Telephone and Dispatch System in the first calendar year of the levy based on taxable value.

YES [    ]                      NO [    ]

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposed to be stated on the March 10, 2020 ballot and to be prepared and distributed in the manner required by law.

**TO:** Board of Commissioners Human Services & Finance Committees

**FROM:** Melissa Buzzard, Trails and Parks Millage Coordinator

**DATE:** October 2, 2019

**SUBJECT:** Scoring Criteria Forms for the Trails and Parks Millage  
For the meeting agenda of 10/14/19 Human Services and 10/16/19 Finance

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**BACKGROUND**

The Park Commission reviewed and edited the Trails and Parks Millage Grant Scoring Criteria, taking into consideration the comments from the BOC in the last round of grants. Additional changes were made to the scoring criteria due to the current round of grant application's focus differing from past grant rounds.

The Scoring Criteria edits are focusing on County Trail Priorities as well as the shift in focus to shovel ready and engineering planning projects. The new question number three and four address the question has a community received a grant award to date as well as if the project is shovel ready or a planning and engineering project. The previous match formula was created to assist in assigning points to the amount of match put forth by the applying entity and to give more weight to the percentage given by the entity. With match not being required, the Park Commission wanted to still encourage and award communities for supplying match with their applications. The number of points a project will receive is determined by dividing the percent match by 10 (ex: 63% match will receive 6.3 points). Question four combined original questions five and six by asking scorers to consider how the project will benefit the County as well as other project related questions such a complexity, lengthiness and partnership support.

Applications were accepted until October 4, 2019 and following due diligence by staff and the Park Commission, review by the Park Commission will take place through December 2019 with final approval expected from the Board of Commissioners in January or February of 2020.

**ALTERNATIVES**

The results were refined to produce the most viable and acceptable approach to Trails & Parks Application and Scoring and Ranking for the applications. This process will be repeated annually with the review by the Park Commission moving forward with the Trails & Parks Millage to ensure that the application and scoring criteria stay current and are in line with the needs of the program.

**FINANCIAL IMPACT**

There are no financial impacts. This resolution continues with the framework of allowing the Board of Commissioners to allocate trails & parks millage funding and providing a mechanism for small communities to have small funding requests considered separately.

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

**OTHER CONSIDERATIONS**

The Parks & Recreation Commission supported this resolution, and have thoroughly edited the scoring/ranking criteria at their September 23, 2019 meeting.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the resolution authorizing the edits to the Trails and Parks Program scoring criteria.



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING THE SCORING CRITERIA FOR THE  
TRAILS AND PARKS MILLAGE GRANTS**

WHEREAS, in November 2014, the electorate approved a countywide trails and parks millage levy of 50/100 (.50) of one mill to be used for the purpose of creating and maintaining a county system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing trails; and

WHEREAS, the Park Commission reviewed and edited the Scoring Criteria forms and has developed the following attachments for approval by the Board of Commissioners; and

WHEREAS, the Scoring Criteria shown in Attachment A has been edited to allow the percentage of match to be weighted less, allows the County to recognize if the project is one of the County Trail Priorities as well as recognizing project priorities and if a community has or has not received a grant to date.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the recommended scoring edits for Trails and Parks Millage funding (attachment A) with the changes outlined above.

BE IT FURTHER RESOLVED, that application forms will be reviewed and approved by the Board of Commissioners prior to the sixth round.

## Attachment A:

### Ingham County Trails and Parks Program Scoring Criteria

The following criteria will be used to evaluate and select projects. The project's final score will be based on the sum of all the scores. Criteria to be scored are as follows:

1. Does this project contribute to the completion of one of the top five scoring New Trail Preferences as listed in the Ingham County Trails and Parks Comprehensive Report Table 18 (attached)?

No=0 Yes=5

\_\_\_\_\_pts.

2. Does this contribute to County connectivity?

No=0 Yes=10 (If you meet *any* of the criteria listed below, you get 10 points)

\_\_\_\_\_pts.

**Improves Regional Connectivity:** Projects that improve regional connectivity and access throughout Ingham County will receive a higher priority. To determine whether a project improves regional connectivity or access, the project should address the following

- Contributes to the completion of the Ingham County regional priority corridors as depicted on Figure 24 (attached) either as exliting trail reconstruction, new regional trail gap construction or new local trail access to the regional network (including enabling water trail access);
- Improves access to or within Ingham County Parks;
- Improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities;
- Expands transportation options as well as provide for recreation;
- Increases access to sites of natural, scenic or historic interest.

3. Has the applicant received a Trails and Parks Millage grant to date?

No=5 Yes=0

\_\_\_\_\_pts.

4. Is the project a:

- a. Shovel Ready\* project- 10 pts.

- b. Planning & Engineering project-5 pts.

*\*Shovel ready is defined as a project breaking ground in 2020 and being done within two years.*

\_\_\_\_\_pts.

5. How the project provides for other available funders and partners.

**Has Potential Available Funds:** Projects that have the potential to be funded through state or federal grants, donations, partner contributions or other funding sources will receive additional points for leveraging potential available funds. *Match=what total percent of the project matching dollars account for.* The number of points a project will receive is determined by dividing the percent match by 10. (ex. 63% match will receive 6.3 points).

Non-monetary match must meet the requirements as established in Attachment B: Match Requirement for Ingham County Trails & Parks Millage.

\_\_\_\_\_pts.

**6. Overall, how do you rate this project?**

Considerations:

- Project area is under public ownership or is currently accessible for public use;
- Does not require complex or lengthy acquisition process;
- Does not require a complex or lengthy permitting process;
- Is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land;
- There is an imminent threat to lose the project opportunity;
- Demonstrates cost efficiency;
- Is appropriate and in line with available funds.
- Has been prioritized in adopted plans;
- Has volunteer and/or partner organization support;
- Is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities;
- Has the support of multiple jurisdictions and/or stakeholders.
- The project increases or improves access and provides low cost transportation and recreation options for low income populations;
- Is located in a high use area;
- Is located in an underserved area;
- Contributes to an equitable geographical distribution of the millage funds.

**Rate the project on a scale of 1-20, 1 being least desirable and 2 being most desirable.**

\_\_\_\_\_pts

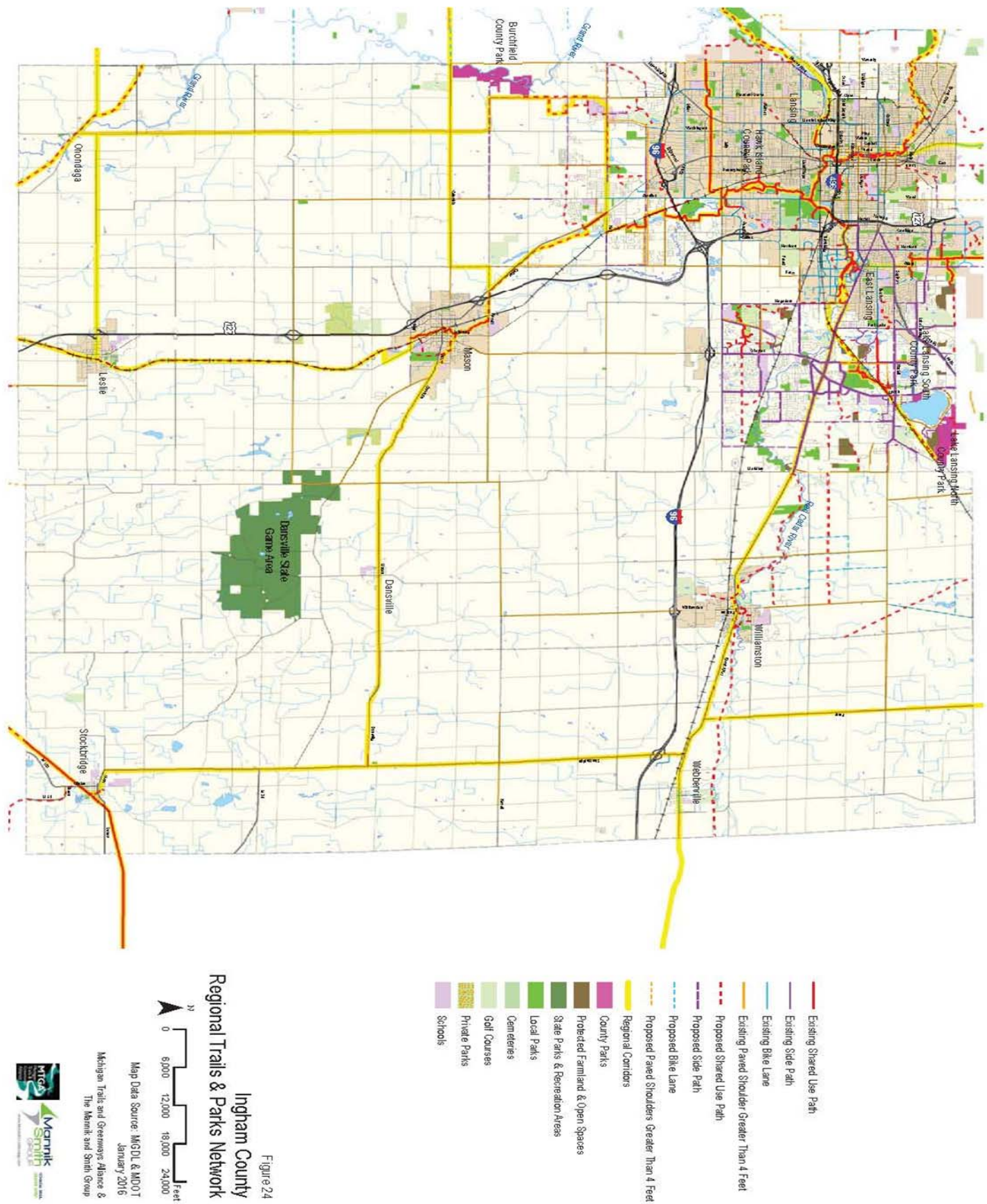
\_\_\_\_\_Total Points Scored

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
MSU to Lake Lansing Parks	M	10	19	12	7	3	1	52	126	178
Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

\* The highlighted corridors are shown on Figure 32.

**Figure 24**





## **Attachment B**

### **Match Requirement for Ingham County Trails & Parks Millage**

The applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria. Match being the applicant provided a portion of the total project cost.

Applicant match can be met by general funds, cash donations, and other grants or by donation of a portion of land that will be used for the project. All land value donations must be clearly documented in the grant application and supported by a letter of commitment by the landowner.

Additional forms of match may consist of credit for certain applicant-assumed costs directly related to the construction of the proposed project, including charged for local government-owned equipment and labor performed by the applicant's employees. Donations of goods and services may be used as all or part of the match if the applicant specifies the nature and can document actual values of the items or services. The source and amount of ALL donations must be clearly stated in the grant application and supported by a letter of commitment from the donor.

Match commitments must be secured prior to the application deadline for that current application round. Proof of secured match must be provided to the County grant coordinator on or before the deadline. Applications using millage funds as match for Federal or State grants will be reviewed on a case by case basis. Failure to provide match documentation by the application deadline may be declared ineligible.

Examples of secured match include:

- General fund-Resolution from local governing body committing to the match
- Cash donations- Letters of commitment from donors
- Other awarded grants- Letter from granting organization committing to the grant, explaining conditions of award, and information on the scope of work provided by the other grant. Applications for other grants are not considered a secure match source
- Donation of land value- Letter from land owner committing to donate a fixed percentage of the appraised fair market value.
- Donation of goods and services- Letter from the donor explaining the nature and value of the goods and services. The letter of donation must indicate number of hours or quantity of materials. The letter must include the quantity, dollar amount and for labor the number of hours and hourly rate. Pre-bid discounts such as percentage off a price are not accepted for documentation of match.
- In-kind/Force-account- Resolution from the governing body committing to the match

Secured match ensures there should not be a cash flow problems threatening the completion of the project. Changing match after the application deadline is highly discouraged and will require approval by the County and the grantee must provide documentation for this change.

**TO:** Board of Commissioners Human Services and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** 9/26/2019  
**SUBJECT:** Agreement with Larder Data Consulting LLC  
For the meeting agendas of October 14, 2019 and October 16, 2019

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### **BACKGROUND**

Ingham County Health Department (ICHD) wishes to enter into an agreement with Larder Data Consulting effective October 30, 2019 through January 31, 2020 in an amount not to exceed \$18,000. Through Resolution # 17-506, ICHD entered into an agreement with Blue Cross Blue Shield of Michigan (BCBSM) to establish an Evidence-Based Criminal Justice Response to Substance Abuse and Drug Offending. In 2019, staffing changes within ICHD necessitated a no-cost extension through January 31, 2020 which was approved via Short Form. In order to meet the final deliverables of this agreement with BCBSM, ICHD must conduct a feasibility study and determine an strategic plan to provide Medication Assisted Treatment (MAT) within Ingham County Jail, which will be continued upon release. Following a Request for Proposals (RFP) process overseen by Ingham County's Purchasing Department, ICHD selected Larder Data Consulting, LLC to assist the department in conducting a feasibility study. Larder Data Consulting, LLC will perform the following services:

1. A Feasibility Study and an implementation plan for MAT in the Ingham County Jail where the final product of this contract will be a written report of findings that include a cost study, baseline data, and recommendations for implementation of MAT in the Ingham County Jail.
2. Baseline data reporting on systems, procedures, barriers and opportunities connected to this potential future service for providing MAT in Ingham County Jail.
3. Recommended next steps, including financial considerations, capacity building needs, and a proposed timeline for next steps to implement MAT in Ingham County Jail.

The cost of this agreement totaling \$18,000 is completely funded by the BCBSM agreement.

### **ALTERNATIVES**

There are no alternatives.

### **FINANCIAL IMPACT**

The cost of this agreement totaling \$18,000 is completely funded by the BCBSM agreement.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured

### **OTHER CONSIDERATIONS**

There are no other considerations.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend entering into an agreement with Larder Data Consulting, LLC, for conducting a feasibility study and determining a strategic plan to provide Medication Assisted Treatment (MAT) within Ingham County Jail, effective October 30, 2019 through January 31, 2020.

## Agenda Item 7a

TO: Linda Vail, Health Officer

CC: Debbie Edokpolo, Deputy Health Officer  
Jessica Yorko, Manager of Health Promotion & Prevention Division

FROM: James Hudgins, Director of Purchasing

DATE: September 25, 2019

RE: Memorandum of Performance for RFP No. 208-19 Medication Assisted Treatment Feasibility Study and Implementation Plan

Per your request, the Purchasing Department sought proposals from qualified and experienced organizations or person(s) to enter into a contract for the purpose of conducting a feasibility study and prepare an implementation plan for MAT in the Ingham County Jail.

The scope of work includes, but is not limited to, conducting a feasibility study and developing an implementation plan for Medication Assisted Treatment (MAT) in the Ingham County Jail. The primary product of the contract will be a written report of findings that includes a cost study, baseline data, and recommendations for implementation of MAT in the Ingham County Jail.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	8	4
Vendors responding	1	0

A summary of the vendors' costs:

Vendor Name	Local Pref	Total
Larder Data Consulting LLC	No, Kalamazoo MI	\$18,000.00

*You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.*

*This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.*

*If I can be of further assistance, please do not hesitate to contact me by e-mail at [jhudgins@ingham.org](mailto:jhudgins@ingham.org) or by phone at 676-7309.*



**INGHAM COUNTY PURCHASING DEPARTMENT OPENING STAMP:**  
**09/25/19 AM 10:29 PUR RECORD OF BID/PROPOSAL OPENING**

**PACKET #208-19 Medication Assisted Treatment Feasibility Study and Implementation Plan**

**Attendees - Sign by the X, and include the Company name**

**Larder Data Consulting LLC**

<b>Vendor Name</b>	<b>Local Pref</b>	<b>Add's</b>	<b>Total, Project Budget</b>	<b>Time Stamp</b>
<b>Larder Data Consulting LLC</b>	<b>No, Kalamazoo MI</b>	<b>Yes</b>	<b>\$18,000.0 0</b>	<b>09/25/19 AM 10:29 PUR</b>

**Recorder: Julie Buckmaster**

**Witness: James Hudgins**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH LARDER DATA CONSULTING, LLC**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Larder Data Consulting effective October 30, 2019 through January 31, 2020 in an amount not to exceed \$18,000; and

WHEREAS, through Resolution # 17-506, ICHD entered into an agreement with Blue Cross Blue Shield of Michigan (BCBSM) to establish an Evidence-Based Criminal Justice Response to Substance Abuse and Drug; and

WHEREAS, in 2019, staffing changes within ICHD necessitated a no-cost extension through January 31, 2020 which was approved via Short Form; and

WHEREAS, in order to meet the final deliverables of this agreement with BCBSM, ICHD must conduct a feasibility study and determine a strategic plan to provide Medication Assisted Treatment (MAT) within Ingham County Jail, which will be continued upon release; and

WHEREAS, following a Request For Proposals (RFP) process overseen by Ingham County's Purchasing Department, ICHD selected Larder Data Consulting, LLC to assist the department in conducting a feasibility study; and

WHEREAS, Larder Data Consulting, LLC will perform the following services:

1. A Feasibility Study and an implementation plan for MAT in the Ingham County Jail where the final product of this contract will be a written report of findings that include a cost study, baseline data, and recommendations for implementation of MAT in the Ingham County Jail
2. Baseline data reporting on systems, procedures, barriers and opportunities connected to this potential future service for providing MAT in Ingham County Jail
3. Recommended next steps, including financial considerations, capacity building needs and a proposed timeline for next steps to implement MAT in Ingham County Jail; and

WHEREAS, the cost of this agreement totaling \$18,000 is completely funded by the BCBSM agreement; and

WHEREAS, the health officer recommends entering into an agreement with Larder Data Consulting effective October 30, 2019 through January 31, 2020 in an amount not to exceed \$18,000.

THEREFORE BE IT RESOLVED, that Ingham County Board of Commissioners authorize an agreement with Larder Data Consulting effective October 30, 2019 through January 31, 2020 in an amount not to exceed \$18,000.

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.

**TO:** Board of Commissioners Human Services, County Services, and Finance Committees  
**FROM:** Linda S. Vail, MPA, Health Officer  
**DATE:** September 25, 2019  
**SUBJECT:** Authorization to Convert Charge Nurse Position

For the meeting agendas of October 14, October 15, and October 16, 2019

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**BACKGROUND**

Ingham County Health Department's (ICHDs) Ingham Community Health Centers (IHCs) wish to convert the vacant Charge Nurse Position #601214 to a Health Center Nurse position. The vacant Charge Nurse position affiliated with the River Oak Community Health Center location, has moved its primary care operations to Forest Community Health Center, where a Charge Nurse is already in place. The former River Oak clinical team is in need of a Health Center Nurse in order to support patient care at Forest. Thus, ICHD seeks to convert this position to a Health Center Nurse to meet operational needs at Forest Community Health Center.

**ALTERNATIVES**

There are no alternatives.

**FINANCIAL IMPACT**

The salary cost of a 1.00 FTE Charge Nurse (MNA Grade 3) ranges from \$58,582 - \$70,326 and the cost of a 1.00 FTE Health Center Nurse (MNA Grade 1) ranges from \$51,398 - \$61,691. The cost savings of converting this position will be \$7,184 - \$8,635.

**STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

**OTHER CONSIDERATIONS**

There are no other considerations.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize converting Charge Nurse Position #601214 to a Health Center Nurse position for a cost savings of up to \$8,635 and will be effective upon approval.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CONVERT CHARGE NURSE POSITION**

WHEREAS, Ingham County Health Department's (ICHDs) Ingham Community Health Centers (IHCs) wish to convert the vacant Charge Nurse Position #601214 to a Health Center Nurse position; and

WHEREAS, the vacant Charge Nurse position affiliated with the River Oak Community Health Center location has moved its primary care operations to Forest Community Health Center, where a Charge Nurse is already in place; and

WHEREAS, the former River Oak clinical team is in need of a Health Center Nurse to support patient care at Forest; and

WHEREAS, ICHD seeks to convert this position to a Health Center Nurse in order to meet operational needs at Forest Community Health Center; and

WHEREAS, the salary cost of a 1.00 FTE Charge Nurse (MNA Grade 3) ranges from \$58,582 - \$70,326 and the cost of a 1.00 FTE Health Center Nurse (MNA Grade 1) ranges from \$51,398 - \$61,691; and

WHEREAS, the cost savings of converting this position will be \$7,184 - \$8,635; and

WHEREAS, the Ingham Community Health Center Board of Directors supports converting Charge Nurse Position #601214 to a Health Center Nurse position for a cost savings of up to \$8,635 and will be effective upon approval; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize converting Charge Nurse Position #601214 to a Health Center Nurse position for a cost savings of up to \$8,635 and will be effective upon approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes converting Charge Nurse Position #601214 to a Health Center Nurse position for a cost savings of up to \$8,635 and will be effective upon approval.

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.

## Agenda Item 8

**TO:** Board of Commissioners Human Services and Finance Committees

**FROM:** Jared Cypher, Deputy Controller

**DATE:** October 4, 2019

**SUBJECT:** Cash Match Agreement with Michigan Rehabilitation Services  
For the meeting agendas of October 14 and October 16, 2019

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### **BACKGROUND**

This resolution authorizes Ingham County to act as the fiduciary pass-through agency in a cash match agreement with Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, and placement supports to individuals with disabilities who are eligible for MRS services. Match funding is provided by Peckham, Inc. This agreement is similar to other agreements the Board of Commissioners going back to 2008, whereby Ingham County replaced the Ingham County Department of Human Services in this role, because the prior arrangement came under scrutiny because match dollars may not be federal, and the agreement between two state agencies raised that concern.

### **ALTERNATIVES**

If this resolution was not approved, Michigan Rehabilitation Services would have to find another partner to act as the pass through entity for the local match funding provided by Peckham Inc.

### **FINANCIAL IMPACT**

The agreement will not exceed \$444,444 (\$120,000 local match). The agreement with Michigan Rehabilitation Services will be for the time period of October 1, 2019 through September 30, 2020.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long term objective of Meeting Basic Needs.

### **OTHER CONSIDERATIONS**

NA

### **RECOMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A COOPERATIVE CASH MATCH AGREEMENT WITH  
MICHIGAN REHABILITATION SERVICES**

WHEREAS, Michigan Rehabilitation Services (MRS) engages in cash match agreements which require contributions from partner organizations; and

WHEREAS, prior to 2008 the Ingham County Department of Human Services (DHS) had a long-standing agreement with MRS to act as a pass through entity for match funding provided by local agencies; and

WHEREAS, the agreement between DHS and MRS came under scrutiny because match dollars may not be federal, and this agreement between two state agencies raises that concern; and

WHEREAS, MRS finds it preferable to establish this agreement with a local government agency to avoid the appearance and confusion of inter-departmental agreements at the state; and

WHEREAS, Ingham County has been identified as an appropriate pass through entity to help maintain this agreement since 2008; and

WHEREAS, MRS wishes to enter into another, similar cash match agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a cash match agreement not to exceed \$444,444 (\$120,000 local match) with Michigan Department of Health and Human Services – Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, and placement supports to individuals with disabilities who are eligible for MRS services.

BE IT FURTHER RESOLVED, that this agreement is contingent upon the execution of an agreement with Peckham Inc., to provide Ingham County's local match portion (\$120,000), and no county funds will be used for this purpose.

BE IT FURTHER RESOLVED, the term of the agreements shall be October 1, 2019 through September 30, 2020.

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

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

## **Agenda Item 9a**

**TO:** Board of Commissioners County Services & Finance Committees

**FROM:** Deb Fett, Chief Information Officer

**DATE:** October 1, 2019

**SUBJECT:** Box File Sharing Subscription Renewal

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### **BACKGROUND**

Ingham County currently uses Box to share large files with vendors, citizens, and other outside entities. In 2016 we started a pilot project with Purchasing and Roads Departments to test the first year subscription. It has expanded over the following years and now other departments and users are using it as well. This is to cover those additional users and extend our subscription for an additional year.

### **ALTERNATIVES**

Other file sharing programs were evaluated for both price and performance last year and Box was the most cost effective and functional of the group.

### **FINANCIAL IMPACT**

The funding for the \$13,500.00 total will come from the County's Innovation and Technology Department's Network Fund #636-25810-932030.

### **OTHER CONSIDERATIONS**

CDWG was used as the vendor to take advantage of state contract pricing through the MiDeal program, (071B6600110)

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of a purchase order for renewing the Box subscription through CDWG in the amount of \$13,500.00.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE RENEWAL OF BOX FILE SHARING SUBSCRIPTION  
FROM CDW-G**

WHEREAS, Ingham County has a need to share files with outside entities securely; and

WHEREAS, the application chosen to facilitate external sharing has been embraced by departments; and

WHEREAS, the current licensing and support on this software will expire in November, 2019; and

WHEREAS, this expenditure has been planned for and budgeted and will continue to address Ingham County's need for elevated security practices.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of the Box file sharing subscription from CDW-G in the amount not to exceed \$13,800.00.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's Network Fund (#636-25810-932030).

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

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



**TO:** Board of Commissioners County Services & Finance Committees

**FROM:** Deb Fett, Chief Information Officer

**DATE:** October 1, 2019

**SUBJECT:** Remote Access Software License Renewals

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**BACKGROUND**

In 2017, Ingham County experienced a security breach that affected County services for several days. Reflecting industry best practices, changes were made to our remote connectivity which caused inefficiencies to our staff and cumbersome access processes for our contracted vendors. To remedy that situation, a new software was purchased last year under Resolution #18-511. This application has been working well but it is time to renew that software licensing.

**ALTERNATIVES**

We could search for another application or deny remote access but ITD feels those are impractical given the needs of our departments.

**FINANCIAL IMPACT**

The funding for this support renewal will come from the County's Innovation and Technology Department's Network Fund #636-25810-932030.

**OTHER CONSIDERATIONS**

Our current software is CJIS certified which is beneficial in our LEIN access requirements and favorable in our LEIN audit. Pricing from the recommended vendor is off the competitively bid Michigan Master Computing-MiDEAL (071B6600110) contract.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval to renew via purchase order the remote software from CDW-G in the amount of \$9,511.89.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE RENEWAL OF REMOTE ACCESS SOFTWARE FROM CDW-G**

WHEREAS, Ingham County has increased security on remote connectivity; and

WHEREAS, the application chosen to allow remote access has been working well; and

WHEREAS, the current licensing and support on this software will expire at the end of 2019; and

WHEREAS, this expenditure has been planned for and budgeted and will continue to address Ingham County's need for elevated security practices.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of remote access software from CDW-G in the amount not to exceed \$9,600.00.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's Network Fund (#636-25810-932030).

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

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

TO: Board of Commissioners, County Services, & Finance Committees

FROM: Deb Fett, CIO

DATE: 10/01/2019

SUBJECT: Renew CourtView Support Services

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**BACKGROUND**

Ingham County currently uses CourtView software in our various criminal justice areas including our Courts and Prosecuting Attorneys' office. There is an annual maintenance agreement in place to maintain the application, receive support, and receive needed software updates that expires on December 31st, 2019. This support has been purchased every year since Ingham County has owned the application. Last year's total maintenance cost was \$158,278.00, this year's cost proposed by CourtView is \$161,585.00, a 2.1% increase which is the Consumer Price Index (CPI) amount. Although this is over the Board's policy of increases, the contract currently in place with CourtView allows an annual increase equal to the CPI but not to exceed 4%.

**ALTERNATIVES**

There is no reasonable alternative.

**FINANCIAL IMPACT**

The funding for the \$161,585.00 total will come from the County's Innovation and Technology Department's LOFT Fund #636-25820-932050.

**OTHER CONSIDERATIONS**

None.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the invoice renewal for CourtView Justice Solutions' support of the CourtView software in the amount of \$161,585.00.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE INVOICE FOR RENEWING  
COURTVIEW SUPPORT SERVICES**

WHEREAS, Ingham County currently utilizes CourtView Software as our criminal justice application; and

WHEREAS, annual maintenance is required to maintain the system and had been purchased every year since Ingham County purchased the software; and

WHEREAS, the payment totaling \$161,585.00 for annual support is due for the support from January 1<sup>st</sup>, 2020-December 31<sup>st</sup>, 2020; and

WHEREAS, the annual support amount proposed by CourtView includes an increase from the prior year equal to the Consumer Price Index of 2.1% as spelled out in our contract; and

WHEREAS, this annual payment has been planned for and budgeted and will provide the needed application support and upgrades needed to maintain our current applications.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize payment of the invoice for the renewal of support from CourtView in the amount not to exceed \$161,585.00.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's LOFT Fund (636-25820-932050).

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

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

## Agenda Item 10

**TO:** Board of Commissioners, County Services & Finance Committees

**FROM:** Rick Terrill, Facilities Director

**DATE:** October 1, 2019

**RE:** Resolution Authorizing an agreement with Safety Systems for the Installation and Monitoring of the Intrusion System at the 911 Center's Radio Project Warehouse

For the meeting agendas of: October 15 & 16

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### **BACKGROUND**

Warehouse space was approved in Resolution 19-361 for the 911 Center's Radio Project. An intrusion system will be needed for the space during the lease agreement of December 1<sup>st</sup> 2019 thru May 31<sup>st</sup> 2021 with a six month option to renew. Safety Systems quoted \$1,491.00 for the devices and installation and \$40 per month for 12 months with an annual increase limited to 1%.

### **ALTERNATIVES**

There are no alternatives for this project.

### **FINANCIAL IMPACT**

Funds are available in the 9-1-1 Emergency Telephone Fund.

### **OTHER CONSIDERATIONS**

There are no other considerations for this project.

### **RECOMMENDATION**

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Safety Systems for the installation and monitoring of the leased warehouse space for the 911 Center's radio project.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SAFETY SYSTEMS INC.  
FOR THE INSTALLATION AND MONITORING OF THE INTRUSION SYSTEM AT THE  
911 CENTER'S RADIO PROJECT WAREHOUSE**

WHEREAS, the lease space was approved for the 911 Center's radio project in Resolution 19-361; and

WHEREAS, an intrusion system, is needed for the space during the occupancy of the space beginning December 1<sup>st</sup> 2019 through May 31<sup>st</sup> 2021 with a six month option to renew; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Safety Systems, Inc. for the installation and monitoring of the intrusion systems for the 911 Center's warehouse space for \$1,491.00 for the devices and installation and \$40.00 per month for 12 months with an annual increase limited to 1%; and

WHEREAS, funds are available in the 9-1-1 Emergency Telephone Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Safety Systems Inc., 2075 Glenn St., Lansing, Michigan 48906 for the installation and monitoring of the intrusion system located at 4215 Legacy Parkway Lansing, Michigan 48911, for \$1,491.00 for the devices and installation and \$40.00 per month for 12 months with an annual increase limited to 1%.

BE IT FURTHER RESOLVED, that 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.

**TO:** Board of Commissioners County Services and Finance Committees  
**FROM:** Sue Graham, Human Resources Director  
**DATE:** October 8, 2019  
**SUBJECT:** Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2020 and Authorizing Letters of Agreement with Bargaining Units

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**BACKGROUND**

The Ingham County Health Care Coalition investigated options for the County's health care plan and has agreed to changes in the premium sharing agreement for 2020. On October 28, 2014 the Board of Commissioners approved Resolution 14-436 which resolved, in part, to dedicate 50 percent of any net savings in health care costs to reduction of the employee premium cost share, applied to all employee groups that agree to implement the comprehensive healthcare management program.

It was determined by the Health Care Coalition that 50 percent of the net savings from 2019 should be used to fund an employer contribution to employee health savings accounts in the amount of \$600 single/\$1,200 or full-family coverage for employees enrolled in the base health insurance option. In addition, it was determined by the Health Care Coalition that the premium rates should be calculated and established as shown on the calculation sheet attached to the enclosed proposed resolution and it was determined by the Health Care Coalition that the health insurance waiver rate should be made consistent for all eligible employees as follows, without respect to date of hire:

Full Family	=	\$249.66
2-Person	=	\$222.22
Single	=	\$131.22

**ALTERNATIVES**

The Board of Commissioners may elect to approve or not approve the Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2020 and Authorizing Letters of Agreement with Bargaining Units.

**FINANCIAL IMPACT**

The financial impact will vary dependent upon actual experience during 2020 based upon employee election of benefits.

**STRATEGIC PLAN CONSIDERATIONS**

The reclassification recommendations are in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan:

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

**OTHER CONSIDERATIONS**

None.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2020 and Authorizing Letters of Agreement with Bargaining Units.



Introduced by the County Service and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE INGHAM COUNTY  
HEALTH CARE COALITION FOR EMPLOYEE BENEFITS FOR 2020 AND AUTHORIZING  
LETTERS OF AGREEMENT WITH BARGAINING UNITS**

WHEREAS, the Ingham County Health Care Coalition investigated options for the County's health care plan and has agreed to changes in the premium sharing agreement for 2020; and

WHEREAS, on October 28, 2014 the Board of Commissioners approved Resolution 14-436 which resolved, in part, to dedicate 50 percent of any net savings in health care costs to reduction of the employee premium cost share, applied to all employee groups that agree to implement the comprehensive healthcare management program; and

WHEREAS, it was determined by the Health Care Coalition that 50 percent of the net savings from 2019 should be used to fund an employer contribution to employee health savings accounts in the amount of \$600 single/\$1,200 or full-family coverage for employees enrolled in the base health insurance option; and

WHEREAS, it was determined by the Health Care Coalition that the premium rates should be calculated and established as shown on the attached calculation sheet; and

WHEREAS, it was determined by the Health Care Coalition that the health insurance waiver rate should be made consistent for all eligible employees as follows, without respect to date of hire:

Full Family	=	\$249.66
2-Person	=	\$222.22
Single	=	\$131.22

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the recommendations of the Health Care Coalition and authorizes the use of up to 50 percent of the net savings from 2019 to fund an employer contribution to employee health savings accounts in the amount of \$600 single/\$1,200 two-person or full-family coverage for employees enrolled in the base health insurance option.

BE IT FURTHER RESOLVED, that funds remaining of the 50 percent net savings from 2019 after distribution to health savings accounts shall be held in reserve for future employee premium cost share reduction initiatives as recommended by the Ingham County Health Care Coalition.

BE IT FURTHER RESOLVED that, beginning on January 1, 2020 the health insurance waiver rate for all eligible employees shall be as follows, without respect to date of hire:

Full Family	=	\$249.66
2-Person	=	\$222.22
Single	=	\$131.22

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 applicable bargaining unit letters of agreement and any other appropriate documents after review and approval as to form by the County Attorney.

**TO:** Board of Commissioners County Services and Finance Committees  
**FROM:** Sue Graham, Human Resources Director  
**DATE:** October 1, 2019  
**SUBJECT:** Resolution to Waive the Public Act 152 Health Care Requirements for 2020

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**BACKGROUND**

Public Act 152 of 2011 places limits on public employers' contributions toward their employees' health benefits and requires that the employer cost be no more than 80% of the cost or no more than a certain dollar amount detailed in the law (hard caps). The requirements of the act can be waived with a 2/3 vote of the governing body prior to the beginning of a medical benefit plan coverage year.

Commencing January 1, 2020, the County will continue with the current plan medical benefits and will self-insure a portion of the health insurance cost. As the uncertainty associated with the savings from this makes it very difficult to determine if the County will be in compliance with the hard caps or the 80% requirements, the County administration is recommending that Ingham County Board of Commissioners exempt the County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2019 as permitted by MCL 15.568.

**ALTERNATIVES**

The Board of Commissioners may elect to waive or not waive the Public Act 152 health care requirements for 2020.

**FINANCIAL IMPACT**

The financial impact will vary dependent upon actual experience during 2020.

**STRATEGIC PLAN CONSIDERATIONS**

The reclassification recommendations are in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan:

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

**OTHER CONSIDERATIONS**

None.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached Resolution to Waive the Public Act 152 Health Care Requirements for 2020.

Introduced by the County Service and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO WAIVE THE PUBLIC ACT 152 HEALTH CARE REQUIREMENTS FOR 2020**

WHEREAS, Public Act 152 of 2011 places limits on public employers' contributions toward their employees' health benefits and requires that the employer cost be no more than 80% of the cost or no more than a certain dollar amount detailed in the law (hard caps); and

WHEREAS, the requirements of the act can be waived with a 2/3 vote of the governing body prior to the beginning of a medical benefit plan coverage year; and

WHEREAS, commencing January 1, 2020, the County will continue with the current plan medical benefits and will self-insure a portion of the health insurance cost; and

WHEREAS, the uncertainty associated with the savings from this makes it very difficult to determine if the County will be in compliance with the hard caps or the 80% requirements and therefore the County administration is recommending that Ingham County Board of Commissioners exempt the County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2019 as permitted by MCL 15.568.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby exempts Ingham County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2020 as permitted by MCL 15-568.

**TO:** Board of Commissioners County Services and Finance Committees  
**FROM:** Sue Graham, Human Resources Director  
**DATE:** October 1, 2019  
**SUBJECT:** Resolution to Authorize Renewal of a Contract for Job Recruitment Services

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**BACKGROUND**

The Financial Services Director position is currently vacant. This key central services position is responsible for oversight of accounting functions, payables, payroll, grant and insurance reporting for the County. The Board of Commissioners has previously authorized execution of an agreement with Trillium Staffing Solutions to perform job recruitment services for the Financial Services Director position in an amount not to exceed \$14,974.38 pursuant to Resolution 18-376. The renewal of the agreement with Trillium Staffing Solutions to perform job recruitment service for the Financial Services Director position would provide warranted assistance of a professional recruiting firm in filling this vacancy in concert with internal recruiting capabilities. We propose that the Board of Commissioners authorizes renewal and execution of an agreement with Trillium Staffing Solutions to perform job recruitment services for the Financial Services Director position in an amount not to exceed \$15,000.00.

**ALTERNATIVES**

The Board of Commissioners may elect to authorize or not authorize the recommended agreement renewal.

**FINANCIAL IMPACT**

The financial impact is not to exceed \$15,000.00.

**STRATEGIC PLAN CONSIDERATIONS**

The reclassification recommendations are in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan:

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

**OTHER CONSIDERATIONS**

None.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached Resolution to Authorize Renewal of a Contract for Job Recruitment Services.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE RENEWAL OF A CONTRACT  
FOR JOB RECRUITMENT SERVICES**

WHEREAS, the Financial Services Director position is currently vacant; and

WHEREAS, this key central services position is responsible for oversight of accounting functions, payables, payroll, grant and insurance reporting for the County; and

WHEREAS, that the Board of Commissioners has previously authorized execution of an agreement with Trillium Staffing Solutions to perform job recruitment services for the Financial Services Director position in an amount not to exceed \$14,974.38 pursuant to Resolution 18-376; and

WHEREAS, the renewal of the agreement with Trillium Staffing Solutions to perform job recruitment service for the Financial Services Director position in an amount not to exceed \$15,000.00 would provide warranted assistance of a professional recruiting firm in filling this vacancy in concert with internal recruiting capabilities.

THEREFORE BE IT RESOLVED, that the Board of Commissioners does hereby authorize renewal and execution of an agreement with Trillium Staffing Solutions to perform job recruitment services for the Financial Services Director position in an amount not to exceed \$15,000.00.

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

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

## Agenda Item 12a

**TO:** Board of Commissioners Law & Courts, County Services and Finance Committees  
**FROM:** Teri Morton, Deputy Controller  
**DATE:** October 3, 2019  
**SUBJECT:** Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming for 2020 as Authorized by the Justice Millage  
For the meeting agendas of October 10, 15 and 16

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### **BACKGROUND**

On August 7, 2018, Ingham County voters approved the Justice Millage. In addition to providing funding for a new Justice Complex, 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.”

Resolution 18-497 authorized the expenditure of up to \$911,242 in millage funds for the time period January 1 through December 31, 2019.

Programs funded in 2019 included \$452,650 to expand Community Mental Health Correctional Assessment and Treatment Services (CATS) by funding three full time mental health therapists, one full time nurse case manager, and one full time mental health secretary; \$120,600 to fund Community Based Programs; \$95,000 to continue the Ingham County Health Department Pathways to Care Program; \$99,000 to expand Jail Programming Services’ and \$175,377 to expand Circuit Court/Pretrial Services by funding a Pretrial Services Clerk and a Pretrial Services Investigator.

Attached for your information is R18-497, which provides additional information for each program.

At the July 11 Law and Courts Committee meeting, The Committee directed that 2019 programs be continued in 2020. Staff was to prepare costs for the current programs and recommend proposals to the committee for the use of any funds from the 2020 allocation of \$1,024,000.

The cost of continuing current programs at \$891,853. This leaves an additional \$132,147 to use for new or expanded programming.

New requests were received from CATS and Circuit Court/Pretrial Services, and are detailed under “Financial Impact.”

### **ALTERNATIVES**

There are many beneficial services and programs that could qualify under the millage language to treat substance addictions, mental illness, and reduce recidivism. After much consideration, the programs presented here address the priorities developed by the Law and Courts Committee and the work group at this time.

### **FINANCIAL IMPACT**

Continuation of current programs will total \$891,853, with all costs to be paid from proceeds of the Justice Millage.

The 2020 costs are as follows:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$451,963 to fund three full time mental health therapists to provide mental health therapy and case management services and to coordinate care and increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical, to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services.
- Community Based Programs: \$100,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change.
- Ingham County Health Department Pathways to Care Program: \$91,810 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid use.
- Ingham County Sheriff's Office/Jail: \$99,000 to fund Break Out/MRT, trauma centered yoga, restorative justice, inmate garden initiative, educational DVDs, and seeking safety.
- Circuit Court/Pretrial Services: \$148,480 to fund a Pretrial Services Clerk and a Pretrial Services Investigator.

New requests for 2020 are as follows:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$104,651 be used to fund a full time Program Manager to assist in the direct management of Jail Re-entry; inclusion in the Ingham County Health Department Medication Assisted Treatment initiative; and manage Jail Diversion activities, both of which include community liaison and development of the services necessary for re-entry purposes. This position will also include management of a to-be-developed outpatient program in the Holt/Lansing area, which would serve Re-entry consumers and individuals initiated on MAT who require ongoing substance use disorder therapy. (Attachments #1 and #B2)
- Circuit Court/Pretrial Services program enhancements totaling \$12,977. (Attachment #3)

Total costs for continuation of current programs and new requests would be \$1,009,481 which is within the 2020 allocation of \$1,024,000.

### **STRATEGIC PLANNING IMPACT**

This resolution supports the overarching long-term objective of providing user friendly, accessible facilities and quality infrastructure, specifically section E 1. (b) of the Action Plan – Develop strategies to finance with new revenue a modern new Ingham County Jail this is more humane, efficient and cost effective with appropriate security levels, programming and staffing.

### **OTHER CONSIDERATIONS**

The allocated funds for programming from the millage are subject to approval and appropriation by the Board of Commissioners each year. Programs created in this first year will not necessarily be continued in upcoming years.

### **RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution.



**ADOPTED – NOVEMBER 27, 2018**  
**AGENDA ITEM NO. 21**

Introduced by the Law & Courts, County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE POSITIONS, CONTRACTS AND OTHER EXPENSES TO  
INCREASE TREATMENT PROGRAMMING AS AUTHORIZED BY THE JUSTICE MILLAGE**

**RESOLUTION # 18 – 497**

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

WHEREAS, in addition to providing funding for a new Justice Complex, 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, the Law and Courts Committee held several discussions at meetings in 2017 and 2018 concerning the types of treatment programming to be authorized; and

WHEREAS, a workgroup consisting of representatives from 30<sup>th</sup> Circuit Court, 55<sup>th</sup> District Court, Community Corrections, Community Mental Health, Ingham County Health Department, Ingham County Sheriff’s Office, the Board of Commissioners Office and the Controller’s Office have developed a proposed budget for the expenditure of up to \$911,242 in millage funds for the time period January 1 through December 31, 2019; and

WHEREAS, the workgroup recommended to leave a small portion of the entire allocated amount of \$1 million unallocated, providing budget flexibility to allow possible changes or additions once the new programming is underway; and

WHEREAS, this budget proposal is consistent with the direction of the Law and Courts Committee and the millage language.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a budget of up to \$911,242 for the following treatment programs:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$452,650 to fund three full time mental health therapists to provide mental health therapy and case management services and to coordinate care and increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical, to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services. (See attachment #1 and attachment #B2)
- Community Based Programs: \$120,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change. (See attachment #2)
- Ingham County Health Department Pathways to Care Program: \$95,000 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid use. (See attachment #3).

- Ingham County Sheriff's Office/Jail: \$99,000 to fund Break Out/MRT, trauma centered yoga, restorative justice, inmate garden initiative, educational DVDs, and seeking safety. (See attachment #4)
- Circuit Court/Pretrial Services: \$175,377 to fund a Pretrial Services Clerk and a Pretrial Services Investigator. (See attachment #5)

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes creation of a new Pretrial Services Investigator position, ICEA Professional 06 (salary range \$47,619, to \$57,164), and a Pretrial Services Clerk position, UAW/C (salary range \$30,391 to \$36,171), effective January 1, 2019, to be funded by proceeds of the Justice Millage.

BE IT FURTHER RESOLVED, that position number 601504, Community Health Worker, be increased from part-time to full-time effective January 1, 2019.

BE IT FURTHER RESOLVED, that 50% of funding for position 601504 will be provided from proceeds of the Justice Millage from January 1, 2019 through May 28, 2019.

BE IT FURTHER RESOLVED, that 100% of funding for position 601504 and 25% of funding for position 601502 (Program Specialist) will be provided from proceeds of the Justice Millage from May 29, 2019 through December 31, 2019.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$452,650 with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for services as described in Attachment #1 for the period of January 1, 2019 through December 31, 2019.

BE IT FURTHER RESOLVED, that funds for this contract with CMH 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 and position allocation list.

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:** Crenshaw, Hope, Celentino, Banas, Slaughter, Maiville

**Nays:** None **Absent:** Schafer **Approved 11/15/2018**

**COUNTY SERVICES: Yeas:** Nolan, Sebolt, Grebner, Celentino, Hope, Maiville

**Nays:** None **Absent:** Naeyaert **Approved 11/20/2018**

**FINANCE: Yeas:** Grebner, Crenshaw, Tennis, Slaughter, Triplett, Schafer

**Nays:** None **Absent:** Morgan **Approved 11/20/2018**

## Community Mental Health Millage Proposal Correctional Assessment & Treatment Services (CATS)

- **Three full time mental health therapist (approximately \$225,000)** to provide mental health therapy and case management service.
  - Provide weekly therapy to clients who are exhibiting mental health symptoms, co-occurring disorders or adjustment issues.
  - Facilitation of weekly coping skills groups to be determined based on jail need.
  - Offer weekly therapy to juveniles (14-16 yr olds) and youthfals (17 yr olds). Both juveniles and youthfals cannot access current programing due to housing restrictions within the jail. Possibility to facilitate group therapy for youthfals.
  - Follow up with those whom are housed in specialized observation housing within the jail and when appropriate work with client to help integrate in general population.
  - Develop a transitional plan by linking with CMH and/or community resources upon release, increase collaboration and created a successful transition plan when exiting the jail.
  - Service client who do not currently meet behavioral health programming criteria (short jail stays, outside funding area).
- **One full time nurse case manager (approximately \$96,000)** to work directly in partnership with jail medical services, integrate behavioral health and physical health care between existing agencies, take orders from the psychiatrist, help manage medications for those connected with CMH and/or another mental health provider, coordinate withdrawal protocol/risk and develop transitional plan into the community.
- **One full time mental health secretary (approximately \$55,000)** to provide clerical support, process all needed paperwork and take referral information relating to mental health programming as well as support the collaborative efforts with jail medical in regards to the nurse case manager.

\*\*\*budget includes salary, fringe benefits, administrative and IT supports, etc. \*\*\*

## ATTACHMENT B.2

PROGRAM		BUDGET PERIOD		DATE PREPARED	
CATS Jails Mileage		From:	To:		
CONTRACTOR NAME		1/1/2019	12/31/2019	9/5/2018	
CMHA of Clinton-Eaton-Ingham Counties		BUDGET AGREEMENT		AMENDMENT #	
		<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> AMENDMENT			
				<b>GRANT COVERED COST</b>	
<b>1. SALARY &amp; WAGES:</b>					
POSITION DESCRIPTION		COMMENTS	POSITIONS REQUIRED	TOTAL SALARY	
MENTAL HLTH THERAPIST	22100-6046-NEW	\$ 51,793	1.000	\$ 51,793	
MENTAL HLTH THERAPIST	22100-6046-NEW	\$ 51,793	1.000	\$ 51,793	
MENTAL HLTH THERAPIST	22100-6046-NEW	\$ 51,793	1.000	\$ 51,793	
NURSE (RN) CARE MANAGER	22100-6059	\$ 66,039	1.000	\$ 66,039	
SECRETARY	22101-4062	\$ 37,857	1.000	\$ 37,857	
<b>1. TOTAL SALARY &amp; WAGES:</b>			<b>5.000</b>	<b>\$ 259,275</b>	
<b>2. FRINGE BENEFITS: (Specify)</b>					
<input checked="" type="checkbox"/> FICA				Composite Rate %	
<input checked="" type="checkbox"/> LIFE INS				44.00%	
<input checked="" type="checkbox"/> UNEMPLOY INS				7.65%	
<input checked="" type="checkbox"/> RETIREMENT					
<input checked="" type="checkbox"/> HOSPITAL INS					
<input type="checkbox"/> OTHER:specify-					
<b>2. TOTAL FRINGE BENEFITS:</b>				<b>\$ 114,081</b>	
<b>3. TRAVEL: (Specify if category exceeds 10% of Total Expenditures)</b>					
Travel				\$981	
Conferences				\$5,250	
<b>3. TOTAL TRAVEL:</b>				<b>\$ 6,231</b>	
<b>4. SUPPLIES &amp; MATERIALS: (Specify if category exceeds 10% of Total Expenditures)</b>					
Supplies				\$ 700	
<b>4. TOTAL SUPPLIES &amp; MATERIALS:</b>				<b>\$ 700</b>	
<b>5. CONTRACTUAL: (Subcontracts/Subrecipients)</b>					
<u>Name</u>	<u>Address</u>	<u>Amount</u>			
<b>5. TOTAL CONTRACTUAL:</b>				<b>\$ -</b>	
<b>6. EQUIPMENT: (Specify)</b>					
LAPTOPS				\$ 2,166	
<b>6. TOTAL EQUIPMENT:</b>				<b>\$ 2,166</b>	
<b>7. OTHER EXPENSES: (Specify if category exceeds 10% of Total Expenditures)</b>					
Communication:				\$ 2,200	
JAIL PHONES				\$ -	
				\$ -	
				\$ -	
SPACE:				\$ -	
Licensing				\$ 600	
OTHER:				\$ 1,000	
LICENSING FEES				\$ -	
PROGRAM STAFF TRAINING				\$ -	
<b>7. TOTAL OTHER EXPENSES:</b>				<b>\$ 3,800</b>	
<b>8. TOTAL DIRECT EXPENDITURES: (Sum of Totals 1-7)</b>		<b>8. TOTAL DIRECT EXPENDITURES:</b>		<b>\$ 386,253</b>	
<b>9. INDIRECT COST CALCULATIONS:</b>					
Rate #1	Base \$	9.40%	x Rate	\$ 386,253	=
Rate #2	Base \$	7.79%	x Rate	\$ 386,253	=
<b>9. TOTAL INDIRECT EXPENDITURES:</b>				<b>\$ 66,397</b>	
<b>10. TOTAL ALL EXPENDITURES: (Sum of lines 8-9)</b>				<b>\$ 452,650</b>	

**COMMUNITY BASED PROGRAMS - MILLAGE PROPOSAL****Electronic Monitoring:** **\$20,000**

Electronic monitoring (EM) is a highly productive resource, capable of directly reducing the jail population while maintaining public safety. Offenders receive intense supervision by utilizing a variety of monitoring devices that can provide a broad range of supervision parameters based on the individual user. EM is used in pretrial supervision, as an alternative to incarceration while under the Sheriff's jurisdiction, saves jail resources that would otherwise be used for inmates who are hospitalized, and increases supervision and monitors probationers for alcohol use. These funds would supplement the annual County general fund allocation (\$50,000 for FY2018)

**Substance Abuse Assessments and Psychological Evaluations** **\$10,000**

Substance Abuse Evaluations determine if the individual has a drug or alcohol addiction, the extent of the addiction, if there are any co-occurring conditions, including any physical or mental health concerns, or any other drug use, the extent the addiction affects the person's life, and provides an understanding of the person and their circumstances. Psychological Evaluations determine the severity of a specific mental health concern or to determine an individual's capacity for adequate functioning. Assessments and evaluations are required to develop a sentence that include appropriate treatment and programming.

**Day Reporting:** **\$52,000**

This program provides an additional layer of monitoring and supervision in the community; and, based on individual need, addresses a wide array of fundamental needs such as employment and housing to successful integration into the community. On-site evidence-based groups include Cognitive Behavioral Therapy, Dialectical Behavior Therapy, Seeking Safety, Anger Management, Conflict Resolution, and Financial Literacy. AA and NA groups also meet onsite. Expanding this State funded Community Corrections program will increase the number of offenders served, including those not be eligible under State MDOC approved criteria.

**MRT – Cognitive Behavioral Change** **\$18,600**

Moral Reconciliation Therapy (MRT) is a systematic treatment strategy to decrease recidivism among adult criminal offenders by using 16 objectively defined steps focusing on seven basic treatment issues to promote positive change. Expanding this State funded Community Corrections program will increase the number of offenders served, including those not be eligible under State MDOC approved criteria.

**TOTAL** **\$100,600**

Ingham County Health Department Pathways to Care Program

Via our Pathways to Care program, the Ingham County Health Department provides services in a client-centered approach to inmates who have a current or past history of opioid use. A Community Health Worker (CHW) provides services during incarceration as well as after release. In the Pathways model, the CHW is supportive advocate to connect to resources and assuring transition into the community with appropriate support for recovery. The Pathways CHW is also an integral part of the case management team for the specialty courts. Currently a grant supports the positions required for this work, including a 0.5 FTE CHW, for a limited time. Our pilot project will end in 2019 unless continued funding is secured. We propose increasing the CHW to full-time to provide services to more clients as well as to continue the expansion of types of services provided. A full-time CHW might also allow us to expand our participation with the Specialty Court teams (we currently only work with the 55th District Court teams).

During incarceration, we provide:

- Support through in-person visits
- Connection to services in the jail for treatment and educational opportunities
- A plan of care for release including connection to agencies that offer support, services and treatment.
- Enrollment in health coverage
- Connection to Medically assisted treatment providers (methadone, suboxone, and Vivitrol) before you are released

After release we assist for up to 6 months by:

- Connecting to doctors, dentists, and other healthcare providers
- Finding community resources for housing, food, clothing and treatment
- Working with clients to understand basic health information needed to make quality health decisions.
- Working with clients to find resources for food, housing, employment, clothing, etc.
- Linking clients to recovery resources in your area, including treatment and counseling
- Access to naloxone for clients, their families, and/or friends.

## Ingham County Jail Education Programming

### **SEEKING SAFETY**

**Program price: \$20,800.00**

The Seeking Safety program is an evidenced-based present-focused counseling model to help people attain safety from trauma and/or substance abuse. The program will serve both male and female inmates, providing two sessions per gender per week at a rate of \$200 per session.

### **TRAUMA CENTERED YOGA**

**Program price: \$10,400.00**

Trauma Centered Yoga is a very specific protocol of evidence based treatment designed for people who have experienced 'complex trauma/PTSD', and has been found to be useful as an adjunct to Cognitive Behavioral Therapy (Seeking Safety). The program will serve both male and female inmates, providing one session per gender per week at a rate of \$200 per session.

### **BREAK OUT**

**Program price: \$42,000.00**

This program is based on Moral Reconition Therapy (MRT) which is a form of cognitive-behavioral programing that focuses on recovery from substance misusing, abusing and dependent behaviors, identifying thinking errors that led to criminogenic thinking and identify goals to achieve once released. The program will serve both male and female inmates, providing two sessions per gender per week at a rate of \$200 per session.

### **RESTORATIVE JUSTICE**

**Program price: \$20,800.00**

The Restorative Justice Program offers inmates an opportunity to take accountability and repair the harm done by their crimes, while teaching mediation, conflict resolution, and problem solving. The program will serve both male and female inmates, providing one session per gender per week at a rate of \$200 per session.

### **INMATE INITIATIVES**

**PROGRAM PRICE: \$2000.00**

The Inmate Garden Initiative: There is strong evidence pointing to the importance of education in reducing recidivism. In addition to the classroom programs offered at the Ingham County Jail, education will be taking place outside by way of a vegetable garden. Inmates will be taught new skills such as how to use garden tools, prepare land, plant seeds and plants, and read planting information. There are items that need to be purchased yearly in order to sustain the garden such as seeds, plants and garden tools.

### **INMATE INITIATIVES**

**PROGRAM PRICE: \$3000.00**

Educational DVD's: These DVD's would assist inmates in increasing their chances of making a successful transition to the community, overcoming barriers to employment and building their motivation and self-esteem.

PROPOSAL FOR PROGRAMMING OPTIONS AND COSTS ESTIMATES  
JAIL COMPLEX MILLAGE

Currently, approximately 40% of the inmates in the Ingham County jail are felony pretrial detainees. Expanding the current staffing to provide more risk assessment and supervision services for pretrial inmates will further promote the national movement toward using preventative detention only for individuals who are at a high risk of committing another offense or of failing to appear to court. The Ingham County Pretrial Services Division could provide these services with the addition of the following full-time positions:

Pretrial Services Clerk	\$75,398.00
Pretrial Services Investigator	<u>\$99,979.00</u>
Total	<u>\$175,195.00</u>

The costs listed are inclusive of salary, fringes, and IT costs.



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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE POSITIONS, CONTRACTS AND OTHER EXPENSES  
TO INCREASE TREATMENT PROGRAMMING FOR 2020 AS AUTHORIZED  
BY THE JUSTICE MILLAGE**

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

WHEREAS, in addition to providing funding for a new Justice Complex, 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, the Law and Courts Committee held several discussions at meetings in 2017 and 2018 concerning the types of treatment programming to be authorized; and

WHEREAS, a workgroup consisting of representatives from 30<sup>th</sup> Circuit Court, 55<sup>th</sup> District Court, Community Corrections, Community Mental Health, Ingham County Health Department, Ingham County Sheriff’s Office, the Board of Commissioners Office and the Controller’s Office developed a proposed budget for the expenditure of up to \$911,242 in millage funds for the time period January 1 through December 31, 2019, which was approved by Resolution 18-497; and

WHEREAS, the 2020 budget allocates \$1,024,000 in programming funding from the Justice Millage; and

WHEREAS, the Law and Courts Committee directed that current programs be continued and proposals be sought for the use of any additional available funding from the 2020 budgeted allocation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a 2020 budget of up to \$891,853 from the Justice Millage to continue the following treatment programs:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$451,963 to fund three full time mental health therapists to provide mental health therapy and case management services and to coordinate care and increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical, to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services.
- Community Based Programs: \$100,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change.
- Ingham County Health Department Pathways to Care Program: \$91,810 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid use.
- Ingham County Sheriff’s Office/Jail: \$99,000 to fund Break Out/MRT, trauma centered yoga, restorative justice, inmate garden initiative, educational DVDs, and seeking safety.
- Circuit Court/Pretrial Services: \$148,480 to fund a Pretrial Services Clerk and a Pretrial Services Investigator.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a 2020 budget of up to \$12,977 for enhancements to the Circuit Court/Pretrial Services program as detailed in Attachment #3.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a 2020 budget of up to \$104,651 from the Justice Millage for additional funding for Community Mental Health Correctional Assessment and Treatment Services (CATS) to be used to fund a full time Program Manager to assist in the direct management of Jail Re-entry; inclusion in the Ingham County Health Department Medication Assisted Treatment initiative; and to manage Jail Diversion activities, both of which include community liaison and development of the services necessary for re-entry purposes (Attachment #1).

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$556,614 with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for services as described in Attachment #B2 for the period of January 1, 2020 through December 31, 2020.

BE IT FURTHER RESOLVED, that funds for this contract with CMH will come from the Justice Millage.

BE IT FURTHER RESOLVED, that staff will provide reports in July 2020 providing information about achievements and effectiveness.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2020 budget consistent with this resolution.

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.

Justice Behavioral Health Millage  
CMHA-CEI/CATS Proposed Expansion of Staffing  
January 1, 2020

**Background and current program**

- JBH added **three full time mental health therapist** (MHT) to provide mental health therapy and case management service (hire dates: 3/11/19, 5/6/19, 5/13/19).
  - JBH MHT is providing weekly therapy to current clients who are exhibiting mental health symptoms, co-occurring disorders or adjustment issues to **approximately 45 individuals**.
  - JBH MHT have added three weekly Anger Management Groups (male/female), one Positive Thinking Group (male), two Coping Skills group (male) and two Dialectical Behavioral Groups (male/female). The majority of these groups are on Sundays and evenings – allowing clients to attend more programming. Currently JBH has **eight groups with 18-20 individuals in each group**. There will be one more Coping Skills groups (male) added by the end of the year
  - JBH MHT offers weekly therapy to all juveniles and youthfals (14-17 year olds). JBH currently provides **weekly therapy to three juveniles and three youthfals**. Traditionally, these populations has not had access ongoing therapy. **JBH does consider juveniles and youthfals a priority population**.
  - JBH MHT and our Nurse Care Manager develop transitional plans by linking clients with CMH and/or community resources upon release.
  - JBH MHT are providing behavioral health services to **all of those whom may not qualify for other programming** due to short jail stays, outside funding area, etc.
- JBH added **one full time nurse case manager** (hire date 4/15/19).
  - JBH RN works directly in partnership with the ICHD/Jail Medical which includes weekly meeting to reduce duplication of effort and to create a more successful transition process for all interested clients exiting the jail.
  - JBH RN also integrates behavioral health and physical health care between providers, takes orders from the psychiatrist, helps manage medications for those connected with CMH and/or another mental health provider, coordinate withdrawal protocol/risk and develops transitional plan into the community.
  - JHB RN runs daily booking and release reports. RN then identifies known CMH clients upon entry to jail for coordination of medications and/or behavioral health services as well as direct follow-ups with the clients once they are released from jail.
  - JBH RN is responsible for weekly coordination of care with the MSU psychiatrist at the jail and ICHD.

- JBH added **one full time mental health secretary** (hire date 3/19/19).
  - JBH secretary is providing clerical support, processing all needed paperwork and takes referral information relating to mental health programming.
  - JBH secretary is supporting the collaborative efforts with the ICHD in regards to the nurse case manager.

**Ongoing Program Development/Needs:**

The current Supervisor, KC Brown, is responsible for; CATS Substance Use Disorder program; CATS Mental Health Crisis Services; the Justice BH Millage program (see above); Jail Re-entry Program (with staff who cover three counties); Jail Diversion activities, coordination of MSU psychiatric services; and the current Ingham County Health Department Initiative to have Medication Assisted Treatment in the Ingham County Jail. Both the JBH program and Jail Reentry programs are expected to grow substantially over the next year. The ICHD grant with the Bureau of Justice to bring MAT into the jail, is also expected to lead to increased staff and community outreach. These increased responsibilities and multiple programs resulted in KC Brown being reclassified to a Supervisor level at CMHA-CEI.

**Requested staff and Responsibilities:**

CMHA-CEI is requesting to utilize millage funds to hire a full time Program Manager (supervised by KC Brown) to assist in the direct management of Jail Re-entry; inclusion in the ICHD BJA MAT initiative; and manage Jail Diversion activities both which include community liaison and development of the services necessary for re-entry purposes. This position will also include management of a to be developed outpatient program in the Holt/Lansing area, which would serve Re-entry consumers and individuals initiated on MAT who require ongoing SUD therapy.

Attached Budget:

1 FTE Program Coordinator (with fringes) = \$104,651

## ATTACHMENT B.2

## PROGRAM

PROGRAM		BUDGET PERIOD		DATE PREPARED	
CATS Jails Mileage		From: 1/1/2020	To: 12/31/2020	10/2/2019	
CONTRACTOR NAME		BUDGET AGREEMENT		AMENDMENT #	
CMHA of Clinton-Eaton-Ingham Counties		<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> AMENDMENT			
				GRANT COVERED COST	
1. SALARY & WAGES:					
POSITION DESCRIPTION		COMMENTS	POSITIONS REQUIRED	TOTAL SALARY	
MENTAL HLTH THERAPIST	26105-6046-9	\$ 48,636	1,000	\$ 48,636	
MENTAL HLTH THERAPIST	26105-6046-8	\$ 50,996	1,000	\$ 50,996	
MENTAL HLTH THERAPIST	26105-6046-7	\$ 50,996	1,000	\$ 50,996	
NURSE CARE MANAGER	26105-6059-1	\$ 68,361	1,000	\$ 68,361	
SECRETARY	26105-4062-2	\$ 41,658	1,000	\$ 41,658	
COORDINATOR 2A	26105-3015 NEW	\$ 61,599	1,000	\$ 61,599	
1. TOTAL SALARY & WAGES:			6,000	\$ 322,246	
2. FRINGE BENEFITS: (Specify)					
<input checked="" type="checkbox"/> FICA		<input checked="" type="checkbox"/> LIFE INS	<input checked="" type="checkbox"/> DENTAL INS	Composite Rate %	
<input checked="" type="checkbox"/> UNEMPLOY INS		<input checked="" type="checkbox"/> VISION	<input checked="" type="checkbox"/> WORK COMP	44.00%	\$ 141,788
<input checked="" type="checkbox"/> RETIREMENT		<input checked="" type="checkbox"/> HEARING INS		7.65%	
<input checked="" type="checkbox"/> HOSPITAL INS		<input type="checkbox"/> OTHER: specify:			
2. TOTAL FRINGE BENEFITS:				\$ 141,788	
3. TRAVEL: (Specify if category exceeds 10% of Total Expenditures)					
Travel				\$ 981	
Conferences				\$ 5,250	
3. TOTAL TRAVEL:				\$ 6,231	
4. SUPPLIES & MATERIALS: (Specify if category exceeds 10% of Total Expenditures)					
Supplies				\$ 700	
4. TOTAL SUPPLIES & MATERIALS:				\$ 700	
5. CONTRACTUAL: (Subcontracts/Subrecipients)					
Name	Address		Amount		
5. TOTAL CONTRACTUAL:				\$ -	
6. EQUIPMENT: (Specify)					
Amount				\$ -	
6. TOTAL EQUIPMENT:				\$ -	
7. OTHER EXPENSES: (Specify if category exceeds 10% of Total Expenditures)					
Communication:		JAIL PHONES	\$ 2,200	\$ 2,200	
				\$ -	
				\$ -	
				\$ -	
SPACE:				\$ -	
Licensing		LICENSING FEES	\$ 600	\$ 600	
OTHER:		PROGRAM STAFF TRAINING	\$ 1,000	\$ 1,000	
				\$ -	
				\$ -	
				\$ -	
7. TOTAL OTHER EXPENSES:				\$ 3,800	
8. TOTAL DIRECT EXPENDITURES: (Sum of Totals 1-7)		8. TOTAL DIRECT EXPENDITURES:		\$ 474,765	
9. INDIRECT COST CALCULATIONS:					
Rate #1	Base \$	9.28%	x Rate \$	474,765	= \$ 44,058
Rate #2	Base \$	7.96%	x Rate \$	474,765	= \$ 37,791
9. TOTAL INDIRECT EXPENDITURES:				\$ 81,849	
10. TOTAL ALL EXPENDITURES: (Sum of lines 8-9)				\$ 556,614	

**ATTACHMENT #3**

**PRETRIAL SERVICES PROGRAM REQUESTS:  
COST**

**ANNUAL**

**Professional Development & Training:**

**\$2,000**

- Annual NAPSA Conference:
  - \$1,500 [Travel / Lodging / Meals] per Employee
- Miscellaneous Pretrial Training – regional :
  - \$500

**CATA – Bus Tokens / Indigent Client Assistance:**

**\$1,250**

- \$1,250
  - Tokens – One Way Fare = \$1.25 per Token
  - *1,000 Tokens x \$1.25 = \$1,250*

**ADAM – Alcohol & Drug Testing / Indigent Client Assistance:**

**\$4,000**

**(\$4,032)**

- Average Referrals per Year = 140
  - 20% Indigent Clients / Financial Need = 14 Clients
- 1X per Week Testing = \$12
- (3) Month Testing Period = 12 Weeks
- *140 x .20 = 28 (Indigent Clients)      28 x 12 (12 Weeks Testing) x \$12 (Cost per Test) = \$4,032*

**Automated Text Notification System:**

**MATTERHORN PLATFORM - Text message for court dates/reporting**

**\$4000**

- Initial program setup =\$1000
- Monthly subscription = \$250.00/mo

**CLEAR SUBSCRIPTION**

**\$1694.52**

- CLEAR is an online investigation solution designed to assist in locating and identifying individuals, phone numbers, licenses, assets, addresses, etc. Circuit Court has a contract with CLEAR. We are requesting an additional subscription for Pretrial Services to assist in connecting with our clients.

**TO:** Board of Commissioners Finance Committee  
**FROM:** Michael A. Townsend, Budget Director  
**DATE:** October 1, 2019  
**SUBJECT:** 2020 Appropriations Resolution  
For the meeting agendas of 10/16/19 Finance

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**BACKGROUND**

Attached is the 2020 Appropriations Resolution, which will adopt the 2020 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget hearing held on September 11, 2019.

**ALTERNATIVES**

The Uniform Budgeting and Accounting Act, Public Act 621 of 1978, requires that each local unit of government adopt a balanced budget for all required funds.

**FINANCIAL IMPACT**

This resolution will adopt Ingham County's spending plan for 2020. The details of this budget can be found in the "2020 Ingham County Budget as Recommended by the Finance Committee" that will be distributed at the October 8 Board of Commissioners meeting.

**OTHER CONSIDERATIONS**

A public hearing on the 2020 Budget will be held at the Board of Commissioners meeting on Tuesday, October 22, 2019. A notice of public hearing will appear in the City Pulse on Wednesday, October 9, 2019.

**RECOMMENDATION**

The Controller's Office recommends the adoption of the 2020 Appropriations Resolution as recommended by the Finance Committee.

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**INGHAM COUNTY 2020 GENERAL APPROPRIATIONS RESOLUTION**

WHEREAS, the Uniform Budgeting and Accounting Act, Public Act 621 of 1978, requires that each local unit of government adopt a balanced budget for all required funds; and

WHEREAS, county offices, the courts, county departments, and others have submitted requests for a county appropriation in the 2020 budget; and

WHEREAS, the County Controller has considered these requests and has submitted a recommended budget as required by statute and Board of Commissioners' resolution; and

WHEREAS, the various liaison committees of the Board of Commissioners have reviewed their section of the Controller's Recommended Budget and have made recommendations for approval or modification to the Finance Committee; and

WHEREAS, the Finance Committee has reviewed each liaison committees' recommendations and together with its own Strategic Planning Initiatives Fund allotment has presented a recommended balanced budget to the Board of Commissioners and to the public; and

WHEREAS, the Board of Commissioners annually adopts a balanced budget and authorizes appropriations subject to the conditions set forth in its annual General Appropriations Resolution.

THEREFORE BE IT RESOLVED, that the 2020 Ingham County Budget, as set forth in the Finance Committee Recommended Budget, dated September 11, 2019 and incorporated by reference herein, is hereby adopted on a basis consistent with Ingham County's Budget Adoption and Amendment Policies and subject to all county policies regarding the expenditure of funds and the conditions set forth in this resolution.

BE IT FURTHER RESOLVED, that the following tax levies are hereby authorized for the 2019 tax year/2020 budget year for a total county levy of 11.34 mills, including authorized levies for General Fund operations and special purpose millages:

2019/20 Millage Summary

<u>Purpose</u>	<u>Millage</u>
General Operations	6.7670
General Operations – Indigent Veterans Support	.0330
Special Purpose - Emergency Telephone Services	.8500
Special Purpose - County-wide Transportation	.6000
Special Purpose - Juvenile Justice	.6000
Special Purpose - Potter Park Zoo and Potter Park	.4100
Special Purpose – Farmland/Open Space Preservation	.1400
Special Purpose – Health Care Services	.3500
Special Purpose – Trails and Parks	.5000
Special Purpose – Animal Shelter	.2400
Special Purpose – Justice Millage	.8500



BE IT FURTHER RESOLVED, that the revenues received by the County under Public Acts 106 and 107, 1985 (Convention Facility Tax revenue) shall not be used to reduce the County's 2019/2020 operating millage as defined by Public Act 2, 1986.

BE IT FURTHER RESOLVED, that in accordance with Public Act 2 of 1986, that 50% of the actual Convention Facility Tax revenue not used to reduce the County's operating tax rate shall be transmitted to the Mid-State Health Network, with the remaining revenues to be deposited in the County's General Fund.

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Act 264 of 1987 (Health and Safety Fund Act) shall not be used to reduce the County's 2019/2020 operating millage levy, and that 11/17 of the actual Health and Safety Fund Act revenue not used to reduce the County's operating tax rate shall be appropriated to the Ingham County Health Department budget for those public health prevention programs and services whose costs are in excess of 1989 appropriation levels.

BE IT FURTHER RESOLVED, that in accordance with Public Act 264 of 1987, that 5/17 of the actual Health and Safety Fund Act revenue not used to reduce the County's operating tax rate shall be used for personnel and operating costs which are in excess of 1988 appropriation levels at the Circuit Court, Family Court, District Court, and Sheriff Department Law Enforcement with the remaining revenues generated by P.A. 264 of 1987 to be used for other General Fund expenditures.

BE IT FURTHER RESOLVED, that the adopted budget is based on current estimates of revenues and expenditures, and that the Board of Commissioners may find it necessary to adjust budgeted revenues and expenditures from time to time during the year.

BE IT FURTHER RESOLVED, that the County Controller is hereby authorized to make budgetary transfers within the various funds and authorize expenditures in accordance with the budgetary procedures established by the Board of Commissioners in Resolution #90-274, as amended by Resolutions #94-93 and #04-253, a summary of which has been forwarded by the Controller to each department head, court and elected official.

BE IT FURTHER RESOLVED, that expenditures shall not be incurred in excess of the individual budgets adopted herein without first amending the budget pursuant to the budgetary procedures established by the Board of Commissioners in Resolution #90-274, as amended by Resolutions #94-93 and #04-253.

BE IT FURTHER RESOLVED, that all purchases made with funds appropriated in this budget shall be made in conformance with the County's Purchasing Procedures, as adopted and amended by the Board, and that these budgeted funds are appropriated contingent upon compliance with the County's Purchasing Procedures.

BE IT FURTHER RESOLVED, that the approved Position Allocation List contained in the budget shall limit the number of permanent employees who can be employed in all departments, offices, and the courts, and no funds are appropriated for any permanent position or employee not on the approved Position Allocation List.

BE IT FURTHER RESOLVED, that the Board of Commissioners may, from time to time during the year, change the approved Position Allocation List and/or impose a hiring freeze, as circumstances warrant, and that the same limitation as to the number of permanent employees who can be employed with a revised Position Allocation List.

BE IT FURTHER RESOLVED, that certain positions contained in the Position Allocation List which are supported in some part by a grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving the budgeted revenues.

BE IT FURTHER RESOLVED, that in the event that such anticipated outside funding is not received or the County is notified that it will not be received, said positions shall be considered not funded and removed from the approved Position Allocation List.

BE IT FURTHER RESOLVED, that the policies regarding temporary employees shall remain in full force and effect.

BE IT FURTHER RESOLVED, that budgets for all funds are adopted on a January 1st fiscal year, with the following exceptions: Friend of the Court Services Fund (215), County Health Fund (221), Indigent Defense Fund (260), Community Corrections Fund (267), Community Development Block Grant Fund (287), DHS - Child Care Fund (288), DHS - Social Welfare Fund (290), Family Division – Child Care Fund (292), Prosecuting Attorney Cooperative Reimbursement Grant Fund (298), and Community Health Center Network Fund (511), all of which are adopted on an October 1st fiscal year.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the use of budgeted funds for the purchase of vehicles and necessary equipment such as marking kits, light bars, sirens, prisoner transport shields, radar, etc., from the State of Michigan and other municipal cooperative purchasing programs approved by the Purchasing Department.

BE IT FURTHER RESOLVED, that the vehicles being replaced are authorized to be transferred to another county department or agency for fair-market value established by the Purchasing Director, or are authorized to be sold at state auction or to a private company; the method of disposal shall be that which is deemed to be in the best interest of the County as determined by the Purchasing Director.

BE IT FURTHER RESOLVED, that the Ingham County Sheriff's Office is authorized to sell at fair-market value any used Ingham County Patrol Vehicles to the Ingham Intermediate School District for its Law Enforcement Program.

BE IT FURTHER RESOLVED, that all grants and funding arrangements with entities whose fiscal years do not coincide with the County's fiscal year be considered authorized providing that they have been authorized in the adopted budget, and the remaining portion of the time period and funds are included in the Controller's Recommended Budget for the succeeding fiscal year.

BE IT FURTHER RESOLVED, that funds appropriated to a community agency but not spent by the end of the fiscal year may be carried over into the next fiscal year without additional Board approval, provided the Controller and Budget Office certify that the funds are available, and that the agency wishing to have said funds reappropriated provides a definitive scope of work for review by the Controller's Office and the County Attorney.

BE IT FURTHER RESOLVED, that any request for reappropriation to the 2020 budget of funds not spent in 2019 for a specific project must be received by the Budget Office no later than March 15, 2020, otherwise the request for reappropriation will not be considered.



AGENDA ITEM# 13a

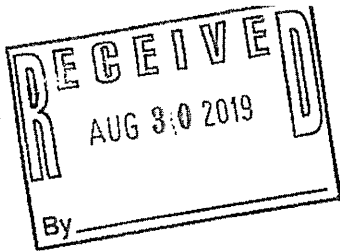
**CITY OF LANSING  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on Monday, September 23 at 7:00 p.m., on the proposed creation of North Grand River Corridor Improvement Authority in accordance with the provisions of Part 6, Corridor Improvement Authorities, of the Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended (the Act) and as defined by Public Act 57 of 2018 as:

Eligible property within an area along North Grand River bounded by an area of all commercial property, as defined by Public Act 57 of 2018, found within 500 feet of the centerline of North Grand River, east on Franette Road to Old US 27 on East North Street with branches on North Martin Luther King Boulevard, Turner Road and Capital City Boulevard.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

**Chris Swope, Lansing City Clerk, MMC/CMMC**  
**[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)**  
**[www.facebook.com/LansingClerkSwope](https://www.facebook.com/LansingClerkSwope)**



AGENDA ITEM# 136

**CITY OF LANSING  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on Monday, September 23 at 7:00 p.m., on the proposed creation of South Martin Luther King Corridor Improvement Authority in accordance with the provisions of Part 6, Corridor Improvement Authorities, of the Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended (the Act) and as defined by Public Act 57 of 2018 as:

Eligible property within an area along South Martin Luther King Jr. Boulevard bounded by an area of all commercial property, as defined by Public Act 57 of 2018, found within 500 feet of the centerline of South Martin Luther King Jr. Boulevard, from the railroad tracks south of Victor Avenue to I-96.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

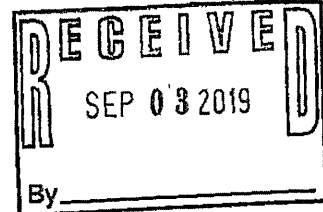
**Chris Swope, Lansing City Clerk, MMC/CMMC**  
**[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)**  
**[www.facebook.com/LansingClerkSwope](https://www.facebook.com/LansingClerkSwope)**



**CITY OF EAST LANSING**  
The Home of Michigan State University

AGENDA ITEM#

13c



August 28, 2019

Board of Commissioners  
Ingham County Courthouse  
PO Box 319  
Mason, Michigan 48854

Dear Board of Commissioners:

Please find enclosed Form 4564, *Assessing Officers Report for Industrial Facility Exemption Certificates*, for the City of East Lansing for 2019.

Michigan Compiled Law (MCL) 207.567 requires the East Lansing City Assessor to provide annual notification to the State Tax Commission, the legislative body of each unit of government which levies taxes on property subject to an industrial facility exemption certificate, and the holder of the certificate. The notification is to include the determination of the value of property subject to an industrial facility exemption certificate. This letter and the enclosed report are provided to comply with the provisions of MCL 207.567 for 2019.

410 Abbot Road  
East Lansing, MI 48823

(517) 337-1731  
Fax (517) 337-1559  
w.cityofeastlansing.com

Please contact me at 517-319-6827 or by email at [dlee@cityofeastlansing.com](mailto:dlee@cityofeastlansing.com) with any questions regarding this matter.

Sincerely,

David C. Lee  
City Assessor

Enclosure

## Assessing Officers Report for Industrial Facility Exemption Certificates

Issued under authority of Public Act 198 of 1974. Filing is mandatory.

In accordance with the requirements of Section 17 of Public Act 198 of 1974, as amended, the city or township assessor is required to furnish an annual report not later than October 15, showing the taxable valuations of real and personal property on the Industrial Facilities Tax Roll as of the preceding December 31, as finally equalized.

For assistance with this form, please see the Instructions page or contact the Local Audit and Finance Division at (517) 373-3227.

THIS FORM IS FOR TAX YEARS 2008 AND AFTER

Assessment as of December 31, 2018

for the **2019** Tax Year

Due by October 15, 2019

City/ Twp /Vlg Codes

City / Twp / Vlg CODE*	33201
City / Twp / Vlg	CITY OF EAST LANSING
County	INGHAM
Assessor's Name	David C. Lee
Phone Number	517-319-6627

\*Townships responsible for certificates issued by a village should report the village certificates under the village code

### SCHOOL DISTRICTS

School District Codes

Enter this reference number  
on subsequent pages

Code	School District	
33010	EAST LANSING	1
		2
		3
		4
		5
		6

### SCHOOL SUMMARY

School District	New	Replacement	TOTALS
EAST LANSING	\$0	\$97,300	\$97,300
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>Grand Total</b>	\$0	\$97,300	\$97,300

School Summary Totals include Renaissance Zone exempt taxable value

### SUMMARY

	Taxable Value of IFT Personal on Industrial Class Land	Taxable Value of IFT Personal on Commercial Class Land	Taxable Value of all other IFT Personal	Taxable Value of IFT Real	Total Taxable Value
Total New	\$0	\$0	\$0	\$0	\$0
Total Replacement	\$0			\$97,300	\$97,300
<b>Grand Total</b>	\$0	\$0	\$0	\$97,300	\$97,300

Summary Totals exclude Renaissance Zone exempt taxable value

This report is to be sent certified mail (MCL 207.567(2)) to:

1. Michigan Department of Treasury, Local Audit and Finance Division, PO Box 30728, Lansing, MI 48909-8228.
2. Each tax levying unit involving the certified property.
3. The holder of the certificate.

Continued on Page 2





## REPLACEMENT CERTIFICATES

**List certificates in numeric order**

List certificates in numeric order						Project Status			Specify if Cert is located in:						
Cert. No.	Certificate Holder Name	School District Reference Number Enter 1-6	Frozen Real Taxable Value	Frozen Personal Taxable Value	Frozen Total Taxable Value	Complete	Under Const.	Not Started	TIFA	DDA	LDFA	BRA	Ren. Zone	RZ Taxable %	
2003-SAMPLE	ABC COMPANY	1	500	200	700	X	X						X		
2011-483	Spartan Technology Development, L	1	97,300	0	97,300	X						X			
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Help?  
Send more money?