

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

JANUARY 28, 2020

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. TIME FOR MEDITATION
- V. APPROVAL OF THE MINUTES FROM **DECEMBER 10, 2019 & JANUARY 2, 2020**
- VI. ADDITIONS TO THE AGENDA
- VII. PETITIONS AND COMMUNICATIONS
 1. A RESOLUTION FROM THE **KALKASKA COUNTY** BOARD OF COMMISSIONERS SUPPORTING PASSAGE OF LEGISLATION TO ADOPT 4-YEAR TERMS FOR COUNTY COMMISSIONERS
 2. A LETTER OF RESIGNATION FROM **JOSHUA CHURCH** FROM THE INGHAM COUNTY ECONOMIC DEVELOPMENT CORPORATION AND BROWNFIELD REDEVELOPMENT AUTHORITY BOARDS
 3. A LETTER OF RESIGNATION FROM **AARON DAVIS** FROM THE INGHAM COUNTY ECONOMIC DEVELOPMENT CORPORATION AND BROWNFIELD REDEVELOPMENT AUTHORITY BOARDS
 4. A LETTER OF RESIGNATION FROM **CHARLAINE STEVENSON** FROM THE INGHAM COUNTY WOMEN’S COMMISSION
 5. A REPORT FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY, AIR QUALITY DIVISION REGARDING PENDING NEW SOURCE REVIEW **APPLICATIONS**
 6. A RESOLUTION FROM THE INGHAM COUNTY BOARD OF HEALTH IN SUPPORT OF RESOLVING ISSUES WITH INGHAM COUNTY’S **PHARMACY BENEFIT PLAN** THAT HAVE ADVERSE EFFECTS ON THE HEALTH AND WELLBEING OF INGHAM COUNTY EMPLOYEES
 7. A RESOLUTION FROM THE INGHAM COMMUNITY HEALTH CENTER BOARD OF DIRECTORS REGARDING EMPLOYEE **PHARMACY BENEFITS**
- VIII. LIMITED PUBLIC COMMENT
- IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

X. CONSIDERATION OF CONSENT AGENDA

XI. COMMITTEE REPORTS AND RESOLUTIONS

8. COUNTY SERVICES COMMITTEE – RESOLUTION HONORING [MIKE PATHFINDER](#)
9. COUNTY SERVICES COMMITTEE – RESOLUTION RECOGNIZING [BLACK HISTORY/CULTURAL DIVERSITY MONTH](#) IN INGHAM COUNTY
10. COUNTY SERVICES COMMITTEE – RESOLUTION TO DISSOLVE THE [ROADWAYS SUBCOMMITTEE](#)
11. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDERS IN [MEADOW RIDGE](#) SUBDIVISION SECTION 20, DELHI TOWNSHIP.
12. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDERS IN [WHITE HILLS](#) SUBDIVISION SECTION 5, MERIDIAN TOWNSHIP
13. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDERS IN THE [GREENS](#) SUBDIVISION SECTION 5, MERIDIAN TOWNSHIP
14. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDERS IN [COUNTRY VIEW ESTATES](#) SUBDIVISION SECTION 21, DELHI TOWNSHIP
15. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDERS IN [COUNTRY CROSS ROADS](#) SUBDIVISION SECTION 19, DELHI TOWNSHIP
16. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDERS IN THE [GARDENS](#) SUBDIVISION SECTION 25, DELHI TOWNSHIP
17. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDERS IN THE [GLENMOOR MANOR](#) SUBDIVISION SECTION 21, DELHI TOWNSHIP
18. COUNTY SERVICES COMMITTEE – RESOLUTION TO APPROVE STOP SIGN TRAFFIC CONTROL ORDERS IN THE [CENTENNIAL FARMS](#) SUBDIVISION SECTION 21, DELHI TOWNSHIP
19. COUNTY SERVICES & FINANCE COMMITTEES – RESOLUTION TO AMEND RESOLUTION # 19 – 141 [VISITOR INCENTIVE](#) PROGRAMS AT POTTER PARK ZOO

20. COUNTY SERVICES & FINANCE COMMITTEES – RESOLUTION TO REVISE RESOLUTION #19-526 AUTHORIZING PARTICIPATION IN THE 2020 TRI-COUNTY REGION [AERIAL IMAGERY](#) PARTNER AGREEMENT
21. COUNTY SERVICES & FINANCE COMMITTEES – RESOLUTION AUTHORIZING THE EXTENSION OF RESOLUTION #19-142: THE 2020 SEASONAL REQUIREMENT OF [EMULSIFIED ASPHALTS](#) FOR THE ROAD DEPARTMENT
22. COUNTY SERVICES & FINANCE COMMITTEES – RESOLUTION TO COMMIT LOCAL MATCH AND SUPPORT FEDERAL TAP AND HSIP PROGRAM FUNDING TO CONSTRUCT A NON-MOTORIZED, SHARED-USE [PATHWAY](#) ON WAVERLY ROAD BETWEEN ST. JOSEPH HWY. AND OLD LANSING RD.
23. COUNTY SERVICES & FINANCE COMMITTEES – RESOLUTION AUTHORIZING ENROLLMENT IN DAVENPORT UNIVERSITY’S CERTIFICATE OF [MANAGEMENT PROGRAM](#)
24. HUMAN SERVICES COMMITTEE – RESOLUTION HONORING [SAM INGLOT](#) FOR SERVICE AS A COMMUNITY HEALTH CENTER BOARD OFFICER MEMBER
25. HUMAN SERVICES COMMITTEE – RESOLUTION HONORING [MIKE ALLEN](#)
26. HUMAN SERVICES & COUNTY SERVICES COMMITTEES – RESOLUTION TO ADDRESS AND REDUCE IMPLICIT BIAS IN ALL COUNTY DECISION-MAKING BY DEVELOPING AND INTEGRATING AN [EQUITY REVIEW](#) PROCESS AND HEALTH IN ALL POLICIES APPROACH
27. HUMAN SERVICES & COUNTY SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH STRAUB, PETTITT & YASTE ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR COMMUNITY MENTAL HEALTH [RENOVATIONS](#) AT THE HUMAN SERVICES BUILDING
28. HUMAN SERVICES & COUNTY SERVICES & FINANCE COMMITTEES – RESOLUTION TO CONVERT [POSITION # 601307](#) FROM A HEALTH ANALYST/SYSTEMS ANALYST TO AN ACCOUNTANT – CHC (COMMUNITY HEALTH CENTER)
29. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION AUTHORIZING [OFF-SEASON FEES](#) FOR THE INGHAM COUNTY FAIR
30. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION AMENDING RESOLUTION #19-210 TO ADJUST [RENTAL FEES](#) FOR THE INGHAM COUNTY FAIRGROUNDS

31. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF THE PROJECT AGREEMENT FOR A [LAND AND WATER CONSERVATION](#) FUND GRANT
32. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE CONTRACTS FOR TRAILS AND PARKS MILLAGE [APPLICATIONS](#)
33. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A [VISITOR INCENTIVE](#) PROGRAM FOR THE HAWK ISLAND SNOW TUBING HILL
34. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF [GRANT FUNDS](#) FROM MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES AND STATE OF MICHIGAN LOCAL COMMUNITY STABILIZATION AUTHORITY
35. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A [COLLABORATIVE SERVICES](#) AND REFERRAL AGREEMENT WITH COMMUNITY MENTAL HEALTH OF CLINTON, EATON, AND INGHAM COUNTIES
36. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN DEPARTMENT OF [ENVIRONMENT, GREAT LAKES, AND ENERGY](#) FOR FY 2019-2020
37. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AMEND RESOLUTION #19-410 WITH [INTELLIGENT MEDICAL OBJECTS, INC.](#)
38. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [HOSPITAL NETWORK](#) HEALTHCARE SERVICES
39. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [POSSIBILITES FOR CHANGE](#)
40. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [RAPID SHRED](#)
41. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AMEND RESOLUTION #18-312 AGREEMENT WITH [REGLANTERN™](#)
42. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH [UPTODATE, INC.](#)
43. LAW & COURTS COMMITTEE – RESOLUTION TO HONOR [DENNIS HULL](#) OF THE INGHAM COUNTY SHERIFF'S OFFICE

44. LAW & COURTS COMMITTEE – RESOLUTION TO HONOR LIEUTENANT [DANIELLE PATRICK](#) OF THE INGHAM COUNTY SHERIFF'S OFFICE
45. LAW & COURTS COMMITTEE – RESOLUTION HONORING [JUDGE LAURA BAIRD](#)
46. LAW & COURTS COMMITTEE – RESOLUTION HONORING [JODI LEBOMBARD](#)
47. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO ACCEPT THE SF MOBILE VISION QUOTE TO PURCHASE 28 DIGITAL IN-CAR CAMERA SYSTEMS FOR UPDATING THE SHERIFF'S OFFICE [IN-CAR CARERAS](#) IN ALL PATROL VEHICLES
48. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING BETWEEN THE TRI-COUNTY METRO NARCOTICS SQUAD AND THE INGHAM COUNTY PROSECUTOR'S OFFICE UNDER THE 2020 [BYRNE JAG GRANT](#)
49. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT FOR [DELINQUENCY ATTORNEY SERVICES](#)
50. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH [HOUSE ARREST SERVICES INC.](#) FOR ELECTONIC MONITORING
51. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH INGHAM INTERMEDIATE SCHOOL DISTRICT FOR [EDUCATIONAL INSTRUCTION](#) AT THE INGHAM ACADEMY
52. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH ATTORNEY [KAITLIN FISH](#) FOR LAWYER GUARDIAN AD LITEM AND TRUANCY COURT LEGAL REPRESENTATION
53. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT FOR LAWYER [GUARDIAN AD LITEM](#) REPRESENTATION
54. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH PECKHAM INC. FOR THE PECKHAM [FOOTPRINTS](#) GROUP HOME
55. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE ACCEPTANCE OF A FEDERAL GRANT (VIA THE STATE OF MICHIGAN) TO PROVIDE FUNDING TO PURCHASE A [NEXTGEN 9-1-1 PHONE SYSTEM](#)
56. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION FOR THE RENEWAL OF THE 9-1-1 TELEPHONE SUPPORT AGREEMENT WITH [CAROUSEL INDUSTRIES INC.](#)

57. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AMEND
RESOLUTION #19-563 TO ADJUST COST FOR [LESLIE TOWER](#)
MODIFICATIONS

58. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE
THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH CENTER TO PURCHASE
THE [TIGHTROPE MEDIA SYSTEMS](#) CAROUSEL 7 DIGITAL SIGNAGE
SYSTEM

59. LAW & COURTS & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE
A GRANT BETWEEN THE STATE OF MICHIGAN, MICHIGAN INDIGENT
DEFENSE COMMISSION (MIDC), DEPARTMENT OF LICENSING AND
REGULATORY AFFAIRS (LARA) AND INGHAM COUNTY TO PROVIDE
FUNDING TO ASSIST THE COUNTY IN COMPLYING WITH THE
[COMPLIANCE PLAN](#) AND COST ANALYSIS APPROVED BY MIDC AND
RESOLUTION #17-445

XII. SPECIAL ORDERS OF THE DAY

XIII. PUBLIC COMMENT

XIV. COMMISSIONER ANNOUNCEMENTS

XV. CONSIDERATION AND ALLOWANCE OF CLAIMS

XVI. ADJOURNMENT

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

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

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

DECEMBER 10, 2019 REGULAR MEETING

Board of Commissioners Room – Courthouse
Mason, Michigan – 6:30 p.m.
December 10, 2019

CALL TO ORDER

Chairperson Crenshaw called the December 10, 2019 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

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

Members Absent: Tennis

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson Crenshaw asked Scott Duimstra, Capital Area District Libraries Executive Director, to lead the Board of Commissioners in the Pledge of Allegiance.

TIME FOR MEDITATION

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

APPROVAL OF THE MINUTES

Commissioner Slaughter moved to approve the minutes of the November 26, 2019 meeting. Commissioner Maiville supported the motion.

The motion carried unanimously. Absent: Commissioner Tennis.

ADDITIONS TO THE AGENDA

Chairperson Crenshaw stated that without objection, the following substitute resolutions would be added to the agenda:

38. HUMAN SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE MONTH TO MONTH LEASE EXTENSION FOR 306 W. WILLOW STREET
45. LAW & COURTS & COUNTY SERVICES & FINANCE COMMITTEES – RESOLUTION TO ADJUST STAFFING AT INGHAM COUNTY ANIMAL CONTROL AND SHELTER

Chairperson Crenshaw stated that without objection, the following late resolution would be added as Agenda Item No. 52:

RESOLUTION MAKING AN APPOINTMENT TO THE INGHAM FAMILY CENTER ADVISORY BOARD

DECEMBER 10, 2019 REGULAR MEETING

Chairperson Crenshaw stated that Board rules stated resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

Commissioner Naeyaert moved to add the following resolutions to the agenda:

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT WAGE REOPENER
WITH THE ICEA PUBLIC HEALTH NURSES UNIT**

**RESOLUTION APPOINTING HEIDI WILLIAMS AS INGHAM COUNTY ANIMAL CONTROL
DIRECTOR**

**RESOLUTION APPROVING ANNUAL 2020 COMPENSATION FOR NON-JUDICIAL COUNTY-WIDE
ELECTED OFFICIALS**

Commissioner Slaughter supported the motion.

Commissioner Grebner stated that he wished to clarify that this was a motion to place these items on the agenda and not a motion to adopt them.

Chairperson Crenshaw stated that that was correct.

The motion carried unanimously. Absent: Commissioner Tennis.

Chairperson Crenshaw stated the late resolutions would be added as Agenda Items No. 53, 54, and 55.

Commissioner Polsdofer stated that, in light of the email that the Commissioners had received from Sara Lurie relating to the moving of the Health Services Millage from the August 2020 ballot to the March 2020 ballot, he asked that the Board of Commissioners suspend their rules and reconsider Resolution # 19-516 and add it to the agenda.

Commissioner Polsdofer moved that the rules be suspended to reconsider Resolution # 19-516 and add it to the agenda. Commissioner Stivers supported the motion.

Commissioner Sebolt requested a point of order to clarify if there should be two motions: one to suspend the rules and another to put this item on the agenda.

County Attorney Nordfjord stated that his suggestion was that the Board of Commissioners could vote on either a motion to suspend the rules or a motion to put it on the agenda at this time, but that it was important to be clear which rule was being suspended. He further stated that his understanding was that it would be the rule requiring a 2/3 majority on a second reconsideration, to change it to be on a simple majority.

Chairperson Crenshaw requested that Commissioner Polsdofer clarify his motion.

DECEMBER 10, 2019 REGULAR MEETING

Commissioner Polsdofer clarified that he moved to suspend the rules that required a 2/3 majority to reconsider Resolution # 19-516 for a second time. Commissioner Stivers supported the motion.

Commissioner Grebner stated that he was startled by this motion, and asked to clarify that the Board of Commissioners could suspend the rules using a simple majority to eliminate the requirement of a 2/3 vote.

Chairperson Crenshaw indicated that this was correct.

County Attorney Nordfjord stated that in the Board of Commissioners' board rules, Section 9, Amendment 2, that these rules may be amended, suspended, or rescinded by a majority vote of all Commissioners elect.

Chairperson Crenshaw stated again that this motion was to suspend the rules and not to reconsider Resolution # 19-516 at this time.

Commissioner Grebner stated that the Commissioner was moving to suspend the requirement of a 2/3 vote. He further stated that if this was approved, then the requirement of a 2/3 vote in the Board of Commissioners' rules will have been eliminated temporarily by a simple majority.

Commissioner Grebner asked the Chair to rule on this motion's validity as a point of order.

Chairperson Crenshaw stated that this was a valid motion if it was voted by a simple majority. He further stated that if a simple majority of the Board of Commissioners voted to suspend the rules, then the 2/3 requirement was off the books.

Commissioner Grebner stated that the suspension rule seemed to be inconsistent. He further stated that this could not possibly be valid.

Chairperson Crenshaw stated that the ruling of the Chairperson was that the rules could be suspended.

Commissioner Stivers stated that Sara Lurie from Community Mental Health (CMH) was at the meeting and would be speaking at public comment. She further stated that suspending the rules would give the Board of Commissioners the opportunity to hear what she had to say and react to any new information.

Commissioner Sebolt stated as a point of clarification that members of the public were welcome to speak on any topic, whether or not it was before the Board of Commissioners at this time.

The motion to suspend the rules failed. **Yeas:** Koenig, Polsdofer, Stivers, Trubac, Schafer **Nays:**
Crenshaw, Sebolt, Celentino, Grebner, Morgan, Slaughter, Maiville, Naeyaert **Absent:** Tennis

Chairperson Crenshaw stated that the following resolution would be removed from the agenda:

46. LAW & COURTS & COUNTY SERVICES & FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN ADDITIONAL ANIMAL CONTROL OFFICER POSITION TO BE ASSIGNED TO CRUELTY INVESTIGATIONS

DECEMBER 10, 2019 REGULAR MEETING

PETITIONS AND COMMUNICATIONS

A LETTER FROM THE LANSING CITY COUNCIL COMMITTEE ON PUBLIC SAFETY REGARDING THE APPOINTMENT OF A MEDIA REPRESENTATIVE TO THE INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS ADVISORY BOARD. Chairperson Crenshaw instructed that this matter be referred to the Law & Courts Committee.

MISCELLANEOUS RESOLUTION #19250 FROM THE OAKLAND COUNTY BOARD OF COMMISSIONERS, ADOPTION OF NON-DISCRIMINATION POLICY FOR OAKLAND COUNTY. Chairperson Crenshaw instructed that this matter be referred to the County Services Committee.

LIMITED PUBLIC COMMENT

Richard Smith, County resident, stated that he wanted to say Merry Christmas and Happy New Year. He further stated that he hoped the Board of Commissioners would do good work.

Mr. Smith stated that yesterday was his birthday, and that he wanted to let the Board of Commissioners know that. He further stated that he turned 55 and celebrated on Sunday.

Chairperson Crenshaw took a point of Chairperson's privilege and recognized Commissioner Naeyaert.

Commissioner Naeyaert asked Richard Smith what they called this birthday.

Richard Smith stated his 55th birthday was called "double nickels."

Robert Bateman, Road Department employee and President of AFSCME Local 1499, stated that he was in the middle of a wage reopener on their contract with the Road Department. He further stated that he was asking for the Board of Commissioners' help with the current wage negotiations.

Mr. Bateman stated that they were given two wage comparables, one for Michigan Department of Transportation, and one for Washtenaw County, and that he could show that they were inaccurate and was asking that the Board of Commissioners please review them. He further stated that they had facts to back the following statement up.

Mr. Bateman stated that one example in the wage comparables was skillset level and that they repaired and installed Department of Environmental Quality culverts in excess of seven feet in diameter that required firsthand knowledge of blueprints and specs, which few counties did. He further stated that last year the Road Department laid over 51 tons of asphalt and that most counties did not even own a paver.

Mr. Bateman stated that the Road Department did 100 miles per year of chip sealing and that most counties contracted those out. He further stated that the skill levels of the comparable wages were nowhere compared to what the Road Department employees were doing.

Mr. Bateman stated that he asked the Board of Commissioners to consider that, because it was a big deal. He further stated that the Road Department had gotten to the point where, due to a lack of meaningful raises and a reduction in their benefits, they could no longer retain and attract quality employees.

DECEMBER 10, 2019 REGULAR MEETING

Mr. Bateman stated that normally, he would not be speaking in public, but the employees disagreed with Bill Conklin, Road Department Director, in the results he provided as it related to the comparable wages. He further stated that for years, the employees had gone along with pay cuts.

Mr. Bateman stated that, for years, the employees had gone with zero percent raises and that they never complained and never went to arbitration. He further stated that enough was enough and that the employees had done their own wage comparisons and the department had gotten to where there was a 30% staff reduction.

Mr. Bateman stated that the wage comparables provided were comparing their defined contributions but dividing it between the remaining employees and that they were factoring that in. He further stated that they were comparing the standard insurance plan.

Mr. Bateman stated that the employees wanted to use the high deductible. He further stated that his union brother had some things to add, but again, asked the Board of Commissioners to consider their position on these and that he thought that if you looked at the numbers, the Board of Commissioners would see that they were not bargaining in good faith.

Edward Mogyoros, Road Department employee and AFSCME member, stated that he had some concerns. He further stated that throughout the years, he had respected Ingham County as being the capital and with that had taken pride in it.

Mr. Mogyoros stated that, over the years, he had known a lot of people who worked for the Road Commission which later became the Road Department. He further stated that, as the County's infrastructure had deteriorated over the years, he had seen issues that concerned him.

Mr. Mogyoros stated that people were adamant about keeping their County in a state of safe driving and that all of the County's employees were to the point where they needed more help; that they needed to attract more and retain more people. He further stated that since the economy had rebounded, the County had lost more people to other counties.

Mr. Mogyoros stated that this was not only with just field workers, but engineering staff and supervisors. He further stated that, with that in mind, they were negotiating in good faith on their side, but would like an even playing field with regard to information.

Mr. Mogyoros stated that the employees simply wanted to know what they could get for what they did and that they were here to serve the public and that was their number one goal: to have a safe road infrastructure for the County.

Mark Steinberg, Williamstown Township Clerk, stated that he was there to ask for support for a road millage that Williamstown Township was planning to put on the March 2020 ballot. He further stated that, in 2014, they had a millage proposal that had failed by 55% and that Williamstown Township was going to be asking for a higher millage rate through a bond so that the Township could do the work up front.

Clerk Steinberg stated that he was here to ask that the Board of Commissioners consider putting no other millages on the ballot for March. He further stated that the County millage proposals that the Board of Commissioners was planning to put on the ballot were low and had a good chance of passing.

DECEMBER 10, 2019 REGULAR MEETING

Clerk Steinberg stated that Williamstown Township had an uphill battle in getting funding to work for roads and that they worked collaboratively with the Road Department. He further stated that the funds from the millage would be used in cooperation with the County Road Department.

Clerk Steinberg stated that he wanted to give the Board of Commissioners a handout, showing the condition of the current roads in Williamstown Township and showing that most of them had no source of funding for them. He further stated that the second page would show what the consequences would be if they did not pass this millage.

Sara Lurie, Community Mental Health Authority of Clinton, Eaton and Ingham Counties CEO, stated that she had sent an email to Commissioner Stivers indicating that she had recently heard that the Health Services Millage ballot proposal was moved from August to March 2020 and, no matter what the date, CMH remained grateful and appreciative of the recognition and support. She further stated that she did want to make the Board of Commissioners aware of some information that would be helpful in the consideration of the date.

Ms. Lurie stated that the first thing was that CMH had been told by the Michigan Department of Health and Human Services (MDHHS) representative that they were anticipating losing around 100,000 individuals from Healthy Michigan. She further stated that they received funding on a per-enrollee per-month basis and that they used those funds to care for the people who needed their services.

Ms. Lurie stated that they knew that the individuals that they served who would lose coverage through Healthy Michigan would be waived due to their individual diagnoses, however they relied on the funding for the total enrollees in Healthy Michigan. She further stated that that would leave them once again where they had a lot of people who needed their services but may not have enough funds to provide those services.

Ms. Lurie stated that this would start to hit their payments in April or May of 2020. She further stated that the second thing was Director Robert Gordon from MDHHS presented his new vision for the behavioral health system and that it would be a huge redesign of how the system looked, retaining the Community Mental Health providers, but also a variety of others around specialty services.

Ms. Lurie stated that she was still looking for clarity, but the anticipated date of that implementation would be October 2022. She further stated that she would keep the Board of Commissioners apprised on new developments about that, but that she wanted to let the Board of Commissioners know about these scenarios.

State Representative Julie Brixie thanked the Commission for the opportunity to speak and that she represented the 69th State House District. She stated that she was there to ask the Board of Commissioners, respectfully, to consider contemplating the idea of moving the Health Services Millage from the March to the August ballot.

Representative Brixie stated that this would accomplish two things: it would give Williamstown Township's road millage a better chance for success because the ballot would not have as many items on it. She further stated that what she had found is that most voters did not understand the millages.

Representative Brixie stated that sometimes they had a negative approach in thinking that taxes are just going up. She further stated that she valued the services that CMH provided and given that CMH did not have any input on the change from the August to the March ballot, she respectfully asked that the Board of Commissioners use their proper rules and procedures to bring that up tonight.

DECEMBER 10, 2019 REGULAR MEETING

Representative Brixie stated that she served on the DHHS subcommittee on Appropriations in the Legislature and she had been hearing testimony regarding changes coming to CMH. She further stated that since she was in the minority party, she did not know what the Legislature had been planning, but it appeared to have significant ramifications.

Representative Brixie stated that, in the past, some millages that had gone up for approval that did not have concrete plans, had been the recipients of criticism in the press. She further stated that she would ask that the Board of Commissioners allow CMH the time to put together a plan to present and that she hoped that the Board of Commissioners would consider positively the opportunity to invest in high quality union jobs in road work.

Bill Conklin, Road Department Director, stated that he wanted to briefly get on the record to say that he appreciated the work his employees did and that they were attempting to do wage comparables correctly and negotiate in good faith. He further stated that he would continue to work with them and it was their goal to look at all of the possible interpretations of the benefits at the given employers and ensure that they were making an apples to apples comparison.

Mr. Conklin stated that the County could not afford to overpay but wanted to pay the employees competitively. He further stated that they did want to work with the group and pay them fairly.

Commissioner Stivers requested a point of clarification and asked the County Attorney whether the Board of Commissioners could discuss the millage date in light of the public comment from CMH.

County Attorney Nordfjord indicated that a second reconsideration of an agenda item required one day's notice to the Clerk of the Board before that motion could be entertained. As a point of order, he mentioned that there needed to be a motion before it could be discussed and considered.

Chairperson Crenshaw stated that the Clerk had received no notice.

Commissioner Polsdofer requested a point of clarification, and asked whether Commissioner Stivers or someone else moved to suspend the rules.

Chairperson Crenshaw stated that that motion had been defeated.

Commissioner Stivers requested a point of clarification regarding whether she could move to suspend the one day's notice rule.

County Attorney Nordfjord indicated that that motion could be made.

Commissioner Stivers moved to suspend the rules regarding the one day notice requirement for a second reconsideration of a resolution. Commissioner Polsdofer supported the motion.

Clerk Byrum asked whether this would be a simple majority vote or a 2/3 majority vote.

County Attorney Nordfjord indicated that this was a motion to suspend the rules, which required a simple majority of those elected and serving, or eight total votes.

DECEMBER 10, 2019 REGULAR MEETING

The motion to suspend the rules failed. **Yeas:** Koenig, Polsdofer, Stivers, Schafer
 Nays: Crenshaw, Sebolt, Celentino, Grebner, Morgan, Slaughter, Trubac, Maiville, Naeyaert
 Absent: Tennis

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Naeyaert moved to adopt a consent agenda consisting of all action items except Agenda Items No. 2, 10, 15, 30, 43, and 45. Commissioner Maiville supported the motion.

The motion carried unanimously. Absent: Commissioner Tennis.

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

Items voted on separately are so noted in the minutes.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 2**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING THOMAS LESINSKI

RESOLUTION # 19 – 517

WHEREAS, the Ingham County Historical Commission has held a collection of 92 pre-contact stone tools donated by residents of Ingham County more than a century ago; and

WHEREAS, this collection of pre-contact stone tools had not been properly researched, cataloged and placed in historical context; and

WHEREAS, Thomas Lesinski, a master's student in Cultural Resource Management at Central Michigan University did undertake the research of this collection as part of his Archaeological Field and Lab Methods (ANT 540) course, analyzing each tool for their typology and material make-up; and

WHEREAS, this analysis provided for the discovery of 40 variable types, 4 types of ground stone tools and 20 distinct types of stone used in order to manufacture the tools, and these tools spanned from the earliest pre-contact culture to last, over a period of thousands of years; and

WHEREAS, these results indicate a continued occupation of Ingham County over a period of thousands of years, interactions between multiple cultures as well as knowledge of and access of multiple stone resources; and

WHEREAS, his finished report concluded that this collection provides further confirmation that since the beginning of settlement of North America the Great Lakes region and central Michigan more specifically were great areas of settlement and that the indigenous people of central Michigan were a part of many diverse cultures; and

WHEREAS, Thomas, through his research and report, has provided the residents of Ingham County with a better understanding of those early cultures which occupied this region; and

WHEREAS, Thomas created an exhibit in the Court House which tells the story of our pre-contact stone tool collection in words, images and selected specimens, bringing to life this period of our history for the public to enjoy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Thomas Lesinski for his role in cataloging, researching and preserving and creating a public exhibit that highlights the history of Ingham County from the earliest times.

BE IT FURTHER RESOLVED, that the Board wishes him continued success in his future endeavors.

DECEMBER 10, 2019 REGULAR MEETING

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

Commissioner Celentino moved to adopt the resolution. Commissioner Koenig supported the motion.

The motion carried unanimously. Absent: Commissioner Tennis.

Commissioner Celentino stated that this resolution was to honor Thomas Lesinski from the Ingham County Historical Commission. He further stated that the Ingham County Historical Commission had held a collection of 92 pre-contact stone tools donated from residents of Ingham County.

Commissioner Celentino stated that Mr. Lesinski's report concluded that since the collection provided confirmation that since beginning of settlement, the indigenous people of central Michigan were part of many diverse cultures. He further stated that through his report, Thomas has given Ingham County a better understanding of the early cultures that occupied this region.

Commissioner Celentino stated that therefore the Ingham County Board of Commissioners recognized him for his role for cataloging, researching, preserving and creating a public exhibit and wish him continued success in his endeavors.

Jacob McCormick, Ingham County Historical Commission Chair, stated that, as the Board of Commissioners were aware, the Historical Commission prepared and maintained exhibits. He further stated that they were proud to have a guest exhibit in the Mason Courthouse and that it was a really remarkable collection and he urged the Board of Commissioners to check it out.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 3**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING KATHY PROUT

RESOLUTION # 19 – 518

WHEREAS, Kathy Prout has been a leader in politics, a community leader and a figure in elections in the County of Ingham; and

WHEREAS, Kathy served honorably at the Lansing Area School District, Michigan State University and Lansing Community College for many years as a student advocate including foreign students; and

WHEREAS, Kathy continues to serve as a volunteer through the Retired and Senior Volunteer Program (RSVP) at the Capital Region International Airport greeting and welcoming thousands of visitors to the Lansing area each year; and

WHEREAS, Kathy was selected by the Capital Region International Airport CEO to serve on the Love Lansing Plan Focus Group; and

WHEREAS, Kathy continues to serve as a committed trustee at the Central United Methodist Church on the Capital Square to maintain the historic value; and

WHEREAS, Kathy has been a Republican Precinct Delegate for over fifty years serving in elections, recruiting candidates, and getting out the vote; and

WHEREAS, the Ingham County Board of Canvassers is responsible for canvassing and certifying elections held in the County; and

WHEREAS, Kathy began her service with Ingham County Board of Canvassers in 1999 where she most recently held the position of Vice Chair; and

WHEREAS, Kathy served proudly and honorably canvassing four presidential and four gubernatorial elections as well as over thirty county elections; and

WHEREAS, Kathy has contributed her knowledge and expertise while demonstrating her love for detail and election procedures, to the benefit of her colleagues and the citizens of the County of Ingham; and

WHEREAS, Kathy understood how very important accurate results in an election are and “You can be confident that the results tallied from an election in Ingham County are true”; and

WHEREAS, on October 31, 2019, Kathy Prout completed her years of service on the Ingham County Board of Canvassers.

DECEMBER 10, 2019 REGULAR MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Kathy Prout for her 20 years of dedication and commitment as a member of the Board of Canvassers and extends its sincere appreciation for the many contributions she has made to the citizens of Ingham County.

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

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

Nays: None **Absent:** None **Approved 12/03/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 4**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING THE 37TH ANNUAL
HISPANIC CHRISTMAS SYMPOSIUM**

RESOLUTION # 19 – 519

WHEREAS, the 37th Annual Hispanic Christmas Symposium, will be held on Thursday, December 19, 2019, hosted by Michigan Alliance of Latinos Moving Towards Advancement (MI-ALMA) and the Capital Area Hispanic Community Representatives; and

WHEREAS, the purpose of the Symposium is to provide an opportunity for individuals from different cultural backgrounds to interact in an informal setting and to share in the spirit of the season; and

WHEREAS, citizens of Ingham County are invited to join in to share in the Spirit of the Season; and

WHEREAS, since the first Symposium, this event has been used to honor the work of individuals within the community who work to uplift and promote the Hispanic community in the Greater Lansing area; and

WHEREAS, donations from the 2019 Symposium will benefit the Veterans of Foreign Wars.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the 37th Annual Hispanic Christmas Symposium and congratulates Michigan Alliance of Latinos Moving Towards Advancement and the Capital Area Hispanic Community Representatives on the event.

BE IT FURTHER RESOLVED, that the Board wishes them continued success in future endeavors.

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

Nays: None **Absent:** None **Approved 12/03/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 5**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DR. MARTIN LUTHER KING, JR.

RESOLUTION # 19 – 520

WHEREAS, Dr. Martin Luther King, Jr., a Baptist minister and passionate fighter for civil rights through non-violent action, was a vital personality of the modern era, his lectures and remarks stirred the concern and sparked the conscience of a generation; and

WHEREAS, the movements and marches led by Dr. Martin Luther King, Jr. brought significant changes in the fabric of American life; and

WHEREAS, his courageous and selfless devotion gave people of color and the disenfranchised people direction to thirteen years of civil rights activities, his charismatic leadership inspired men and women, young and old, in the nation and abroad; and

WHEREAS, Dr. King's concept of somebodiness gave black and poor people a new sense of worth and dignity, his philosophy of nonviolent direct action, and his strategies for rational and non-destructive social change, galvanized the conscience of this nation and reordered its priorities; and

WHEREAS, his wisdom, his words, his actions, his commitment, and his dreams for a new cast of life, are intertwined with the American experience; and

WHEREAS, few have had as much impact upon the American consciousness as Dr. Martin Luther King, Jr.; and

WHEREAS, the 20th of January, 2020 has been designated a national holiday in honor of the birthday of the late Dr. Martin Luther King, Jr.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors the memory of Dr. Martin Luther King, Jr. in appreciation of the many accomplishments he made towards improving the quality of life for the citizens throughout the country, particularly those in Ingham County.

BE IT FURTHER RESOLVED, that the citizens of Ingham County are encouraged to celebrate this holiday and join the Board of Commissioners in the celebration of this notable holiday in honoring this great American hero and role model.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

DECEMBER 10, 2019 REGULAR MEETING

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 6**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING AN APPOINTMENT TO THE EQUAL OPPORTUNITY COMMITTEE

RESOLUTION # 19 – 521

WHEREAS, several vacancies exist on the Equal Opportunity Committee; and

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

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

Alan Conceicao, 138 Lexington Avenue, East Lansing, 48823

to the Equal Opportunity Committee for a term expiring September 30, 2021.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 7**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 19 – 522

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

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated November 19, 2019 as submitted.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

INGHAM COUNTY ROAD DEPARTMENT

DATE NOVEMBER 19, 2019

LIST OF CURRENT PERMITS ISSUED

ROW PERMIT#	APPLICANT/ CONTRACTOR	WORK	LOCATION	CITY/ TWP
2019-545	CONSUMERS	GAS/ROAD CUT	FITTING AVE	LANSING
2019-550	SCOTT CARR	LAND DIVISION	DIETZ RD	LOCKE
2019-554	MARSHA WILLIAMS	LAND DIVISION	O'BRIEN RD	STOCKBRIDGE
2019-570	GEORGE PETRIDES	LAND DIVISION	BARTON RD	WILLIAMSTOWN
2019-553	PATRIDGE TRUST	LAND DIVISION	BARRY RD	WILLIAMSTOWN
2019-575	CONSUMERS	ELEC – OH	FITCHBURG RD	LESLIE
2019-585	CONSUMERS	GAS	GROVENBURG RD	DELHI
2019-576	CONSUMERS	ELEC – OH	DEXTER TRAIL	STOCKBRIDGE
2019-578	LBWL	WATERMAIN	COLLEGE RD	DELHI
2019-577	ACD.NET	CABLE – OH/UG	JOLLY RD	MERIDIAN
2019-517	EVERSTREAM	ELEC – OH/UG	DIETZ RD	WHEATFIELD
2019-597	CONSUMERS	ELEC – OH	HASLETT RD	MERIDIAN
2019-604	CONSUMERS	GAS	WILLIAMSTON RD	WILLIAMSTOWN
2019-605	CONSUMERS	GAS	GUNN RD	DELHI
2019-601	FRONTIER	CABLE – UG	OBRIEN RD	STOCKBRIDGE
2019-596	GA HUNT	ROAD CUT,SANITARY	WILLOW ST	LANSING
2019-600	CONSUMERS	GAS	WALL ST	ONONDAGA
2019-603	CONSUMERS	ELEC – OH/UG	ACADEMIC WAY	MERIDIAN
2019-609	CONSUMERS	ELEC – OH	AURELIUS RD	ONONDAGA
2019-518	EVERSTREAM	CABLE OH/UG	VARIOUS	VARIOUS
2019-611	CONSUMERS	ELEC – OH	AURELIUS RD	DELHI

DECEMBER 10, 2019 REGULAR MEETING

2019-607	CONSUMERS	GAS,ELEC –UG,BORE	NAUBINWAY RD	MERIDIAN
2019-586	MOORE FARMS	LAND DIVISION	HARPER RD	DELHI
			MANAGING DIRECTOR:	_____

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 8**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR HVAC CONTROLLER SYSTEM REPLACEMENT AT THE
ROAD DEPARTMENT ADMINISTRATION BUILDING**

RESOLUTION # 19 – 523

WHEREAS, the Ingham County Road Department (ICRD) Administration building has a 27 year old HVAC control system in need of replacement, after many temporary repairs, the system has exceeded its life expectancy; and

WHEREAS, the Road Department's adopted 2020 budget includes controllable expenditures, funds for this and other equipment purchases; and

WHEREAS, quotes for replacement HVAC controller system were solicited and evaluated by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of Road Department, to award the replacement HVAC controller system to Trane U.S. Inc. 3350 Pine Tree Road Lansing, Michigan 48911, thru the U.S. Commodities government CO-OP program, based on the lowest qualified bid; and

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners accepts the lowest qualified quote of \$24,000, and authorizes an agreement with Trane U.S. Inc., to remove the existing HVAC controller system and install a new HVAC controller system that is compliant with current building codes at the ICRD Administration building.

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

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

Introduced by the County Services & Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE A CONTRACT WITH
SEVERANCE ELECTRIC CO., INC.
FOR BID PACKET #212-19, TRAFFIC SIGNAL CONSTRUCTION SERVICES**

RESOLUTION # 19 – 524

WHEREAS, the Road Department has determined that traffic signal replacement is necessary at the three intersections listed below, due to reaching the end of useable service lives; and

WHEREAS, the cost for the traffic signal replacements are budgeted in the 2019 County Road Fund Budget; and

WHEREAS, the Ingham County Purchasing Department solicited and received sealed bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #212-19, Traffic Signal Construction Services; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing and Road Departments, and both Departments were in agreement that the low bidder's proposal met all necessary qualifications, specifications, and requirements; and

WHEREAS, Severance Electric Co., Inc. of Kalamazoo, MI, submitted the lowest responsive and responsible bids for the intersections listed below, for a total bid amount of \$167,418.00:

1. Jolly Road at College Road – Low Bid \$66,983.00
2. Holt Road at Waverly Road – Low Bid \$36,562.00
3. Hagadorn Road at Bennett Road – Low Bid \$63,873.00; and

WHEREAS, a contingency is being requested in the amount of 10% of the low bid cost, as may be needed for any additional work deemed necessary by Road Department staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Severance Electric Co., Inc. for Traffic Signal Construction Services as specified in the Ingham County Road Department's Bid Packet #212-19 for the low bid cost indicated above with a 10% requested contingency, for a contract total of \$184,159.80.

BE IT FURTHER RESOLVED, the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

DECEMBER 10, 2019 REGULAR MEETING

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR THE
REAUTHORIZATION OF FUNDING FOR THE OPERATION OF THE INGHAM COUNTY
POTTER PARK ZOO AND POTTER PARK, INCLUDING FUNDING FOR OPERATIONS,
MAINTENANCE, AND IMPROVEMENTS**

RESOLUTION # 19 – 525

WHEREAS, the Potter Park Zoo and Potter Park in the City of Lansing are regional attractions that draw a large number of visitors to the region, including a large number of Ingham County residents; and

WHEREAS, the Board of Commissioners believes continued operation of the Potter Park Zoo and Potter Park in the City of Lansing would be a substantial benefit to Ingham County residents; and

WHEREAS, the Board of Commissioners entered into an agreement with the City of Lansing for the lease and the operation of the Potter Park Zoo and Potter Park, conditioned upon voter approval of a county-wide property tax millage for the funding of the Potter Park Zoo and Potter Park as well as the continued millage funding for the Potter Park Zoo and Potter Park; and

WHEREAS, the current authorized millage of .41/100 (0.4100) of one (1) mill, \$0.41 per thousand dollars of state taxable valuation, adopted in 2006 and renewed in 2010 and 2016, expires on December 31, 2020; and

WHEREAS, a new millage is necessary to support the operation of the Potter Park Zoo and Potter Park, which includes funding the daily operations, maintenance, and improvements of the Potter Park Zoo and Potter Park; and

WHEREAS, the Board of Commissioners seeks to have the voters of Ingham County determine whether or not they desire to raise funds for the purpose of supporting funding for the operational and capital needs of the Potter Park Zoo and Potter Park; and

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the election to be held on March 10, 2020:

**INGHAM COUNTY POTTER PARK ZOO AND POTTER PARK OPERATIONAL MILLAGE
QUESTION**

For the purpose of reauthorizing funding for the operation of the Potter Park Zoo and Potter Park, including funding for operations, maintenance, and improvements, 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 be increased by up to 50/100 (0.5000) of one (1) mill, \$0.50 per thousand dollars of state taxable valuation, for a period of six (6) years (2021-

DECEMBER 10, 2019 REGULAR MEETING

2026) inclusive? If approved and levied in full, this Millage will raise an estimated \$3,841,444 in the first calendar year of the levy, based on state taxable valuation.

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 place the proposal on the March 10, 2020 ballot and to be prepared and distributed in the manner required by law.

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

Nays: Stivers, Maiville **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer

Nays: Schafer, Maiville **Absent:** Morgan **Approved 12/04/2019**

Commissioner Celentino moved to adopt the resolution. Commissioner Koenig supported the motion.

Commissioner Maiville stated he would have preferred to have a millage renewal rather than an increase.

The motion carried. **Yeas:** Celentino, Crenshaw, Grebner, Koenig, Morgan, Naeyaert, Polsdofer, Sebolt, Slaughter, Stivers, Trubac **Nays:** Maiville, Schafer **Absent:** Tennis

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 11**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PARTICIPATION IN THE 2020 TRI-COUNTY REGION
AERIAL IMAGERY PARTNER AGREEMENT**

RESOLUTION # 19 – 526

WHEREAS, the Tri-County Regional Planning Commission is coordinating a regional flight of Ingham, Eaton, and Clinton counties in order to produce aerial imagery; and

WHEREAS, Clinton and Eaton counties and the State of Michigan have agreed to participate; and

WHEREAS, participation in this regional project would supply Ingham County and participating local jurisdictions with 12'', 6'', and/or 3'' pixel, true color, leaf off digital orthoimagery; and

WHEREAS, users of this imagery include, but are not limited to, the Equalization/Tax Mapping Department, Environmental Health, 911 Emergency Operations, Economic Development, the Road Department, and the Drain Commissioner's Office; and

WHEREAS, the State of Michigan through its MiSAIL program will partner in this agreement which lowers the anticipated cost significantly from \$42,375 to \$27,500, and.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes participation in the 2020 Tri-County Region Imagery Partner Agreement.

BE IT FURTHER RESOLVED, that \$27,500 to cover the cost of Ingham County's participation be moved from the 2020 contingency funding to the appropriate account in the Equalization budget.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign the necessary letter of agreement with the Tri-County Regional Planning Commission, after approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE LEASE OF SAN AND COMPUTE HARDWARE FROM
AVALON TECHNOLOGIES, INC.**

RESOLUTION # 19 – 527

WHEREAS, Ingham County Department of Innovation and Technology currently provides storage and compute for all County departments; and

WHEREAS, the existing back-end storage and compute systems are approaching their end of supported life; and

WHEREAS, to remain secure and reliable, these systems need to be refreshed with actively supported hardware; and

WHEREAS, this hardware purchase will provide the necessary equipment needed to refresh the existing County back-end datacenter systems in a secure, reliable manner.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the lease of Dell storage and compute hardware from Avalon Technologies, Inc in an amount not to exceed \$1,350,000 over the 60 month lease term.

BE IT FURTHER RESOLVED, that the Board of Commissioners do hereby authorize the purchase of this hardware at the end of the 60-month lease term for \$1.00.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Ingham County 636 fund balance for year one of the lease and the Innovation and Technology's Network Maintenance - Hardware fund (636-25810-932032) for the remaining 4 years.

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.

DECEMBER 10, 2019 REGULAR MEETING

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 13**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING MODIFICATIONS TO THE
2019 MANAGERIAL AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL FOR 2020**

RESOLUTION # 19 – 528

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

WHEREAS, the Steering Committee recommended changes in the 2019 Managerial and Confidential Employee Personnel Manual for 2020.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners approves the following modifications, as proposed by the Managerial and Confidential Employee Steering Committee, to the 2019 Managerial and Confidential Employee Personnel Manual for 2020 (provisions unmodified remain unchanged):

1. Update language under section C. Compensation Levels: Effective the first full pay period on or after January 1, 2020, employees under this manual shall be compensated as outlined in Appendix D – Salary Schedule, reflecting a 2% increase to the 2019 salary schedule.
2. Update language in section E. Health Insurance Program: Subject to annual modification for health plan year 2020.
3. Clarify language in section J.7 (Special Leave) that paid leave accruals may be utilized while on special leave status consistent with current practice.
4. Update language in Appendix C: Position Listing Managerial & Confidential (job titles and pay grade).
5. Change in Appendix D - Compensation Levels: As a result of reclassification requests, the recommended position changes are as follows:

Position # 215008 Chief Deputy County Clerk: Move from MC 11 to MC 13

Position # 130054 Chief Deputy Court Clerk: Move from MC 11 to MC 13

Position # 601007 Chief Financial Officer, Health Department: Move from MC 13 to MC 14

Position # 201009 Payroll Coordinator to Payroll Administrator: Move from MC 05 to MC 06

Position # 130048 Executive Assistant – Circuit Court: Remains MC 05

DECEMBER 10, 2019 REGULAR MEETING

The financial impact associated with the proposed reclassifications is as follows:

	2019	2019	
<u>Position Title</u>	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	<u>Difference</u>
Chief Deputy County Clerk	MC 11: 82,284.70	MC 13: 94,510.67	12,225.97
Chief Deputy Court Clerk	MC 11: 82,284.70	MC 13: 94,510.67	12,225.97
CFO, Health Department	MC 13: 94,510.67	MC 14: 101,825.79	7,315.12
Payroll Coordinator to PR Admin.	MC 05: 50,053.32	MC 06: 53,889.14	3,835.82
TOTAL:			35,602.80

6. Update language in Appendix G: Helpful Links (current resources with website addresses).

BE IT FURTHER RESOLVED, that the 2020 Managerial and Confidential Employee Personnel Manual will be effective January 1, 2020 and shall expire on December 31, 2020.

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 14**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE MICHIGAN NURSES ASSOCIATION, NURSE
PRACTITIONERS/CLINIC NURSES UNIT**

RESOLUTION # 19 – 529

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit; and

WHEREAS, the wage reopener agreement for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of the effective date of eligibility for dependent coverage in Article 16 – Health, Dental and Vision Insurance, Section 7 to eliminate the additional waiting period has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener agreement, subject to the approval as to form by the County Attorney.

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 15**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE OPEIU LOCAL 459, AFL-CIO, CIRCUIT COURT/FAMILY
DIVISION PROFESSIONAL EMPLOYEES UNIT**

RESOLUTION # 19 – 530

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the OPEIU Local 459, AFL-CIO, Circuit Court/Family Division Professional Employees Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the OPEIU Local 459, AFL-CIO, Circuit Court/Family Division Professional Employees Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of Article XXII – Leaves of Absence: Section 4, Notice.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the OPEIU Local 459, AFL-CIO, Circuit Court/Family Division Professional Employees Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Commissioner Celentino moved to adopt the resolution. Commissioner Maiville supported the motion.

Commissioner Sebolt disclosed that this resolution related to his daytime employer, the Michigan AFL-CIO.

The motion carried unanimously. Absent: Commissioner Tennis.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 16**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT FOR SELF-FUNDED WORKERS'
COMPENSATION THIRD PARTY ADMINISTRATION**

RESOLUTION # 19 – 531

WHEREAS, the current contract with Eagle Claims Management as the third party administrator for the County's self-insured workers' compensation insurance expires December 31, 2019; and

WHEREAS, the County's Administration is recommending that the County continue to contract with Eagle Claims Management as the third party administrator for the County's self-insured workers' compensation insurance; and

WHEREAS, the Administration of the Ingham County Medical Care Facility concurs with this recommendation; and

WHEREAS, Eagle Claims Management has agreed to contract with the County from January 1, 2020 through December 31, 2024 at their previous annual rate of \$33,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves Eagle Claims Management as the third party administrator for the County's self-insured workers' compensation insurance for the period January 1, 2020 to December 31, 2024 at a cost of \$33,500 annually with the option to extend the agreement for an additional three years upon expiration as was included in the current agreement.

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

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 17**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE COMMAND OFFICERS ASSOCIATION OF MICHIGAN
911 SUPERVISORY UNIT**

RESOLUTION # 19 – 532

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the Command Officers Association of Michigan 911 Supervisory Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the Command Officers Association of Michigan 911 Supervisory Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of Article 11 – Discipline and Discharge: Section 11.3 regarding notice of disciplinary investigation, and for 3) modification of Article 16 – Sick Leave: Section 16.4 regarding notice of sick leave use, and for 4) modification of the effective date of eligibility for dependent coverage in Article 17 – Hospitalization and Medical Coverage to eliminate the additional waiting period has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the Command Officers Association of Michigan 911 Supervisor Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 18**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE ICEA PROFESSIONAL COURT EMPLOYEES UNIT**

RESOLUTION # 19 – 533

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the ICEA Professional Court Employees Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the ICEA Professional Court Employees Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of Article 23 – Leaves of Absence: Section 4. Notice, regarding notice of sick leave use, and for 3) modification of the effective date of eligibility for dependent coverage in Article 19 – Health, Dental and Vision Insurance to eliminate the additional waiting period has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the ICEA Professional Court Employees Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 19**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
2020 WAGE REOPENER WITH THE CCLP 911 NON-SUPERVISORY UNIT**

RESOLUTION # 19 – 534

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the CCLP 911 Non-Supervisory Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the CCLP 911 Non-Supervisory Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of Article 31– Sick Leave, Section 31.5 regarding notice of sick leave use, and for 3) modification of the effective date of eligibility for dependent coverage in Article 35, Section 35.7, Health, Dental and Vision Insurance, to eliminate the additional waiting period has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the CCLP 911 Non-Supervisory Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 20**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
2020 WAGE REOPENER WITH THE ICEA PARK RANGERS UNIT**

RESOLUTION # 19 – 535

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the ICEA Park Rangers Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the ICEA Park Rangers Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of the effective date of eligibility for dependent coverage in Article 22 – Health Insurance, Section 7, to eliminate the additional waiting period has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the ICEA Parks Rangers Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 21**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
2020 WAGE REOPENER WITH THE ICEA COUNTY PROFESSIONAL EMPLOYEES UNIT**

RESOLUTION # 19 – 536

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the ICEA County Professional Employees Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the ICEA County Professional Employees Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of Article 21, Leave of Absence, Section 4 regarding notice of sick leave use, and for 3) clarification of the effective date of eligibility for coverage in Article 17, Health Insurance, Section 3 has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the ICEA County Professional Employees Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 22**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
2020 WAGE REOPENER WITH THE CCLP ANIMAL CONTROL OFFICERS, VETERINARIAN
TECHNICIANS AND ANIMAL CARE SPECIALISTS UNIT**

RESOLUTION # 19 – 537

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the CCLP Animal Control Officers, Veterinarian Technicians and Animal Care Specialists Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the CCLP Animal Control Officers, Veterinarian Technicians and Animal Care Specialists Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of Article 28 – Sick Leave, Section 3 regarding notice of sick leave use, and for 3) modification of the effective date of eligibility for dependent coverage in Article 22, Section 7, Hospitalization - Medical Coverage to eliminate the additional waiting period has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the CCLP Animal Control Officers, Veterinarian Technicians and Animal Care Specialists Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 23**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO TRANSFER ALL UNSOLD TAX REVERTED PROPERTIES REJECTED BY
LOCAL UNITS TO THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY**

RESOLUTION # 19 – 538

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 *et seq.*, (the Act) establishes the State Land Bank Fast Track Authority; and

WHEREAS, the Ingham County Treasurer, with Ingham County Board of Commissioners approval, has entered into an intergovernmental agreement with the State Land Bank Fast Track Authority under the Act to form an Ingham County Land Bank Fast Track Authority; and

WHEREAS, tax reverted property not previously sold by the Ingham County Treasurer, acting as the foreclosing governmental unit (FGU), shall be transferred to the city, village, or township in which the property is located, except those parcels of property to which the city, village or township has objected to in accordance with 1999 PA 123, MCL 211.78M(6); and

WHEREAS, parcels rejected by a city, village or township become the property of Ingham County; and

WHEREAS, the Land Bank was established to assist in the strategic disposition of tax reverted property.

THEREFORE BE IT RESOLVED, that the County Board of Commissioners authorizes the Controller to take appropriate action to transfer rejected property to the Land Bank.

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.

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 24**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AN AGREEMENT WITH
THE INGHAM CONSERVATION DISTRICT**

RESOLUTION # 19 – 539

WHEREAS, Conservation Districts were established in response to the “Dust Bowl” to improve farming practices and be protective of the environment; and

WHEREAS, the Ingham Conservation District was established in 1946; and

WHEREAS, the role of Conservation Districts has expanded to be protective of all natural resources including soil, water, wildlife, etc.; and

WHEREAS, Ingham Conservation District made a budget request to provide operational funding in support of education and outreach, conservation oriented events, vehicle and property maintenance and office support; and

WHEREAS, the 2020 Ingham County budget includes \$13,100 for the Ingham Conservation District.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an agreement with the Ingham Conservation District to provide operational funding in support of education and outreach, conservation oriented events, vehicle and property maintenance and office support.

BE IT FURTHER RESOLVED, this agreement shall be for the period of January 1, 2020 through December 31, 2020 in an amount not to exceed \$13,100.

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

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE BUSINESS TRAVEL AND REIMBURSEMENT POLICY

RESOLUTION # 19 – 540

WHEREAS, on October 5, 2010 the Board of Commissioners approved the Business Travel and Reimbursement Policy for all employees, elected officials and Commissioners; and

WHEREAS, the Policy is intended to provide rules and procedures for determining appropriate expenditures related to business travel; and

WHEREAS, the Board of Commissioners wishes to amend the policy to streamline travel reservation procedures, amend meal reimbursement rates and reference contemporary resources for mileage calculation; and

WHEREAS, proposed changes were vetted by County auditors and attorneys for consistency with Generally Accepted Accounting Practices and applicable statutes.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners amends the Business Travel and Reimbursement Policy as follows:

- Section M.2, second paragraph is amended to state: Any trip needed as part of an employees' essential job duty (such as transporting a prisoner or escorting a child for out-of-state placement) is not subject to this requirement.
- Section N.1 is amended to state: The County will be liable for the employee's travel expense and the direct billing for the County shall be for the employee only. Alternatively, these expenses can be provided through travel advances and normal reimbursement procedures. These provisions shall apply only to traveling employees and shall not apply to air travel required for other functions such as witnesses required by the Prosecuting Attorney.
- Current Section N.2 is moved to a new Section N.4.
- Section N.3 is renumbered as Section N.2 and the second paragraph is amended to state: The use of commercial airlines is permitted when it is to the advantage of the County as measured by both comparative travel costs and the time of the traveler. Travelers should purchase the least expensive accommodations available on any one flight with approval of the Department Head. Persons choosing to use first class transportation when tourist class is available shall be responsible for the additional cost of first class accommodations. First class fare will be allowable only when a ticket agency certifies that less expensive accommodations are not available. Such certification must accompany the reimbursement voucher.
- Section N.4 is amended to include text from the old Section N.2.

DECEMBER 10, 2019 REGULAR MEETING

- Section N.7 is amended to state: Mileage must be computed based on the shortest available route between the point of departure and the destination, plus road and bridge tolls. The per diem allowance will be limited to the number of days required to complete the travel at that rate. Documentation is required for toll roads and bridges and the like.
- Section N.9 is amended to state: The cost of meals while traveling is an allowable expense. If a meal is provided at the hotel or as part of the conference, no additional amount will be allowed. The actual cost of any meal will be reimbursed up to the cost of the U.S. General Services Administration Meals and Incidental Expense (M&IE) rate posted on the GSA Web page (<https://www.gsa.gov/travel/plan-book/per-diem-rates>) Incidental Expenses are included in the M&IE rate and will not be reimbursed separately. Meal receipts are not required when using the M&IE rate. However, within 60 calendar days of the date, employees must file a County Travel Expense Voucher including:
 - i. The business purpose of the trip;
 - ii. The date and place of the trip; and
 - iii. Receipts for lodging (if using the M&IE meals-only per diem rate).

If any of these requirements are not met, the payment may be deemed taxable to the employee. No reimbursement for alcoholic beverages will be allowed.

Maximum per diem allowance will be prorated as shown on the table below:

<u>Departure Time</u>	<u>Return Time</u>	<u>Maximum Allowance</u>
Before 8:00 a.m.	After 6:00 p.m.	100%
After 8:00 a.m.	After 6:00 p.m.	80%
Before 8:00 a.m.	Before 5:00 p.m.	50%
After 8:00 a.m.	Before 5:00 p.m.	30%
Before 12:00 Noon	Before 12:00 Noon	0%
After 12:00 Noon	After 12:00 Noon	0%

The cost for any additional activities provided outside the conference will not be allowed. The above schedule is allowable only during the day of departure or return.

BE IT FURTHER RESOLVED, that these policy changes shall have immediate effect upon adoption of this Resolution.

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

**General Administrative,
Management and Operations
Policy No. 211**

**Business Travel
and Reimbursement**

Approved: October 5, 2010
Resolution No. 10-327

A. Introduction

This policy pertains to all employees, elected officials and Commissioners. Compliance with these regulations is the responsibility of the department head or elected official. Vouchers that appear to be in violation of this policy will be returned unpaid to the department with an explanation.

B. Local Travel

1. County employees and elected officials that use a privately owned vehicle for County business may be reimbursed. The amount to be reimbursed shall be determined by reference to the Internal Revenue Service (IRS) Standard Mileage Rate Method. The Human Resources Department will notify department heads and elected officials of changes in the Standard Mileage Rate.
2. Departments shall establish regulations regarding the designation of official work stations as assigned. This work station will be used in determining mileage reimbursement. No mileage will be allowed for travel between an employee's home and his or her official work station (commuting expenses). Examples to assist in calculating allowable travel expenses are presented in Appendix A.
3. Only allowable auto expenses as determined by IRS guidelines will be reimbursed. Adequate documentation is required. The charge should be supported by a listing of the vicinity itinerary in sufficient detail to justify the mileage claimed.
4. Charges for gasoline, lubrication, repairs, antifreeze, towage, and other similar expenditures will not be allowed as reimbursable items when privately owned cars are used.

C. Computation of Mileage

Mileage must be computed based on the shortest available route between the point of departure and the destination. A mileage grid showing distances between County facilities is provided in Appendix B. This grid may be used in place of actual odometer readings.

DECEMBER 10, 2019 REGULAR MEETING

D. Parking Fees

If an employee is required to have a motor vehicle available for County business purposes, a monthly parking allowance may be provided. The department head or elected official must request approval from the County Services Committee. If approved, a reimbursement will be provided monthly upon receipt of a statement of the parking charge in an amount specified in labor contracts or managerial compensation plan. Intermittent parking charges for meter, lots, etc., will be reimbursed monthly as incurred. Parking reimbursement requests should be included on the travel reimbursement requests. Meter parking should be identified on the reimbursement form as meter parking.

E. Parking or Traffic Violations

Under no condition will parking or traffic violation tickets be reimbursed. They are the full responsibility of the employee operating the vehicle.

F. Automobile Insurance

Employees who use their vehicles as a requirement of their job shall be reimbursed for automobile insurance as established by collective bargaining agreements and/or compensation plans. This payment will be made by December 15 of the contract year providing that prior to December 1 the employee shall submit proof of the additional automobile insurance and payment of same to the Human Resources Department.

G. Temporary Assignments

An employee temporarily working at another location that requires driving less distance than that from home to the regular work site and back will not be reimbursed for such travel in his or her own vehicle, but, if the temporary work assignment requires driving more distance than normal, the employee will be reimbursed for the difference in miles driven.

H. Attendance at Funerals

Employees designated as official representatives of the County for attendance at a funeral may claim reimbursement for travel expenses subject to the limitations of these regulations.

I. Use of County-Owned Vehicle

An employee using a County-owned vehicle on County business shall be reimbursed for gasoline and other operating expenses incurred while using the vehicle, provided that appropriate receipts for all such expenses are submitted with the travel reimbursement request.

DECEMBER 10, 2019 REGULAR MEETING

J. Meal Allowance

Meal reimbursement calculations are provided in Section N.9.

History: 2010, Resolution 10-327, Effective October 5, 2010; -- Amended 2015, Resolution 15-173, Effective May 12, 2015

K. Travel Reimbursement

1. All travel expense claims shall be prepared and submitted on a Travel Expense Voucher, and must be itemized and stated in accordance with these regulations. Failure to use the specified form could delay the processing. The form must be signed by the employee. Each traveler should keep a memorandum of expenditures properly chargeable to the County so that the accumulated information will be available for preparation of the travel voucher at the end of each travel period.
2. Expense reports shall not be submitted until the total requested exceeds \$15.00. An exception is the fiscal year-end report which must be submitted no later than the fifth work day of the new fiscal year. Another exception would be when an employee is leaving employment with the County.
3. The official work station shall be shown on the voucher.
4. Supporting receipts must be attached for all items of expense, unless exempt by these regulations.
5. All items on the travel voucher should appear in chronological order and all expenses for the period must be included.
6. Each day's expense shall be shown separately and totaled.
7. The certification on each voucher shall be attested to by the manual signature of the employee. An authorized agent may not approve his or her own voucher.

L. Several People Attending the Same Out of Town Event

It is strongly recommended that if several people are attending the same out-of-town event that they travel together to reduce costs. This recommendation applies to employees within the same Department or from different Departments.

M. Overnight Travel

1. General. This policy pertains to all employees, elected officials and Commissioners. County representatives traveling on official business are expected to exercise the same care incurring expenses that a prudent person would exercise if traveling on personal business. Compliance with these regulations is

DECEMBER 10, 2019 REGULAR MEETING

the responsibility of the department head or elected official. The Controller/Administrator and the Financial Services Department will refuse to pay any travel vouchers that appear to violate the intent of these regulations.

2. Authorization. All travel must be authorized and approved by the department head, elected official or his/her designated representative. No designated representative may approve his/her own vouchers. The Ingham County Board of Commissioners encourages County employees and County-wide elected officials to participate in professional self-improvement and continuing education efforts, and to seek out innovative and cost-effective programs and technologies for potential utilization in Ingham County. Department heads, elected officials and the presiding judges of the various courts may authorize the expenditure of budgeted funds for professional development of County employees, and to seek innovative programs and technologies for use in Ingham County. No out-of-state travel will be authorized without approval of the Controller/Administrator and the Chairperson of the Board of Commissioners.

Any trip needed as part of an employees' essential job duty (such as transporting a prisoner or escorting a child for out-of-state placement) is not subject to this requirement.

N. Travel Arrangements.

1. General. The County will be liable for the employee's travel expense and the direct billing for the County shall be for the employee only. Alternatively, these expenses can be provided through travel advances and normal reimbursement procedures. These provisions shall apply only to traveling employees and shall not apply to air travel required for other functions such as witnesses required by the Prosecuting Attorney.

History: 2010, Resolution 10-327, Effective October 5, 2010; -- Amended 2015, Resolution 15-173, Effective May 12, 2015

Air Travel. The policy of Ingham County is that airline travel by County employees on official business shall, whenever financially prudent, originate from Capital Region International Airport (CRIA). If a flight out of a neighboring airport can be found at a materially lower rate, the flight may be booked from that airport. If the CRIA flight exceeds the cost of a flight from a neighboring airport by more than \$200 for an individual or \$400 for a group, the flight may be booked from the neighboring airport. The \$200 or \$400 difference is for the inclusive cost of the flight including mileage and parking.

The use of commercial airlines is permitted when it is to the advantage of the County as measured by both comparative travel costs and the time of the traveler. Travelers should purchase the least expensive accommodations available on any one flight with approval of the Department Head. Persons choosing to use first class transportation when tourist class is available shall be responsible for the

DECEMBER 10, 2019 REGULAR MEETING

additional cost of first class accommodations. First class fare will be allowable only when a ticket agency certifies that less expensive accommodations are not available. Such certification must accompany the reimbursement voucher.

History: 2010, Resolution 10-327, Effective October 5, 2010; -- Amended 2015, Resolution 15-173, Effective May 12, 2015; -- Amended 2015, Resolution 15-276, Effective July 28, 2015

3. Round-Trip Tickets. Round-trip tickets shall be secured whenever economical and practicable.
4. Changes. Once an airline ticket or hotel room has been booked, it can only be changed with Department Head's approval. If the change is the result of an employee's personal non-emergency issue (such as having to attend a child's social event), the employee will be responsible for any additional cost incurred by the County. If a disagreement occurs, the County Controller/Administrator will determine if the change was the result of an emergency.
5. Insurance. Insurance coverage for persons traveling by common carrier is not allowable as a reimbursable expense.
6. Transportation by Private Owned Car. Employees or commissioners, who elect to drive a privately owned car in lieu of common carrier, shall be reimbursed at rates established in labor contracts or as provided by Board resolutions. Reimbursement for out-of-state travel by a privately owned car in lieu of common carrier (mileage plus lodging, per diem, and toll charges) is limited to the cost associated with tourist class air fare.

An employee using a County owned vehicle on County business is reimbursed for gasoline and other operating expense incurred while using the vehicle. Appropriate documentation for all such expenses must be submitted with the travel reimbursement request.

7. Computation of Mileage. Mileage must be computed based on the shortest available route between the point of departure and the destination, plus road and bridge tolls. The per diem allowance will be limited to the number of days required to complete the travel at that rate. Documentation is required for toll roads and bridges and the like.
8. Rental Cars. A car may be rented at a conference site with prior approval of the department head. Only the cost for a compact vehicle will be reimbursed. The cost for any upgrade from a compact vehicle will be the responsibility of the employee. There is no need to purchase insurance when renting a vehicle since it is covered under the County's insurance policy. Reimbursement for a rental vehicle precludes any reimbursement for local travel costs at the conference site.

DECEMBER 10, 2019 REGULAR MEETING

9. Meal Reimbursement. The cost of meals while traveling is an allowable expense. If a meal is provided at the hotel or as part of the conference, no additional amount will be allowed. The actual cost of any meal will be reimbursed up to the cost of the U.S. General Services Administration Meals and Incidental Expense (M&IE) rate posted on the GSA Web page (<https://www.gsa.gov/travel/plan-book/per-diem-rates>). Incidental Expenses are included in the M&IE rate and will not be reimbursed separately. Meal receipts are not required when using the M&IE rate. However, within 60 calendar days of the date, employees must file a County Travel Expense Voucher including:

- i. The business purpose of the trip;
- ii. The date and place of the trip; and
- iii. Receipts for lodging (if using the M&IE meals-only per diem rate).

If any of these requirements are not met, the payment may be deemed taxable to the employee. No reimbursement for alcoholic beverages will be allowed.

Maximum per diem allowance will be prorated as shown on the table below:

<u>Departure Time</u>	<u>Return Time</u>	<u>Maximum Allowance</u>
Before 8:00 a.m.	After 6:00 p.m.	100%
After 8:00 a.m.	After 6:00 p.m.	80%
Before 8:00 a.m.	Before 5:00 p.m.	50%
After 8:00 a.m.	Before 5:00 p.m.	30%
Before 12:00 Noon	Before 12:00 Noon	0%
After 12:00 Noon	After 12:00 Noon	0%

The cost for any additional activities provided outside the conference will not be allowed. The above schedule is allowable only during the day of departure or return.

10. Documentation. Receipts are required for all other transactions in excess of \$25.00 claimed on the travel voucher as reimbursable items.
11. Foreign Travel. Travel expenses incurred while traveling in a foreign country will be reimbursed at the rate charged by the employee's credit card or the published exchange rate at the time of the expenditure. A copy of the credit card statement or an exchange rate table from any financial publication should be provided to support the rate claimed. Daily and weekly exchange rate data is also available on the Federal Reserve Board website.

DECEMBER 10, 2019 REGULAR MEETING

12. Lodging Charges and Meals. Sales and use taxes, applicable to lodging charges are reimbursable in addition to the regular lodging allowance. Only the actual lodging expenses paid, plus tax, is allowable. Receipts for lodging expenses are required. Any change in hotel location during continuous occupancy by an employee must be explained on the voucher. Reimbursement for hotel or motel room expense will be made for a standard single room. Any cost for the upgrade of a room will be the responsibility of the employee.
13. Lodging Charges for Multiple Occupancy. When a County employee in travel status shares hotel or other lodging with other County employees, reimbursement to the traveler will be as follows:
 - a. If hotel or other lodging is shared with a person other than a County employee, reimbursement to the County employees will be at the single rate. Documentation supporting the single rate must be available.
 - b. If hotel or other lodging is shared with two or more County employees or Commissioners and they all occupy the same room, reimbursement to the County employee or Commissioner will be based on the amount paid.
14. Guidelines. The following rules are established as guides for the employee and the approving officials:
 - a. It is expected that expenses incidental to official County travel will be held to the minimum amount required for essential and efficient conduct of County business. The department head, elected official or his/her authorized representative approving the travel voucher will be held responsible in his/her certification for all items of expense as being necessary and correct.
 - b. Expenditures for hospitality expenses and/or alcoholic beverages will not be reimbursed under any circumstances.
 - c. When travel expense vouchers are supported by receipts that show signs of erasures or alterations, the voucher will be returned to the employing department for a statement of facts explaining the reason for the alteration before the travel voucher will be approved for payment.
 - d. No employee shall travel as the guest of any current or potential private (non-grantor) vendor who could reasonably be expected to offer service to the County in the future unless authorized by the Department's Liaison Committee.
 - e. Employees may take annual leave during a tour of travel with approval of the department head or elected official, provided, that in no case shall travel expenses be allowed while in annual leave status. Whenever an

DECEMBER 10, 2019 REGULAR MEETING

employee in travel status becomes incapacitated due to illness or injury certified by a licensed physician that is allowable as sick leave, he may continue in travel status for a period not to exceed seven calendar days at rates not to exceed M&IE allowance and lodging charges as provided in these regulations.

- f. An employee will be considered to be in travel status on non-work days unless the employee can return to his/her official work station or home prior to a non-work day. Employees may be entitled to compensation for work performed on non-workdays pursuant to applicable collective bargaining agreements. Every effort should be made to find an alternative to paying the employee overtime for traveling or attending a conference during a non-workday.
- g. Enrollment or registration fees for approved conventions and meetings of associations or organizations are allowable for employees attending as official representatives of Ingham County. Advance registration is preferred. Receipts must be attached for reimbursement.

O. Accounting for Travel Advances and Advances for Travel

- 1. Requisition for Travel Advance. Departments are authorized to make travel advances for specific trips of employees and Commissioners traveling on County business, subject to approval by the County Controller/Administrator. Requests for such advances should be made at least ten days prior to departure, but no more than 30 days before departure. An employee or Commissioner taking a trip with the appropriate prior approval, which would involve personal cash outlay for travel expenses, shall furnish the Controller/ Administrator a statement setting forth the purpose of the trip, expected travel period, method of transportation, itinerary, and an estimate of cash outlay for travel showing individually the estimated costs to be borne by the County.

Travel advances will not be issued for less than \$50.00. Such de minimis expenditures will be reimbursed on a standard Travel Expense Voucher.

- 2. Issuing Advances. The official or employee shall request a travel advance by submitting a travel advance form. The preparer must retain a copy of the form. Receipt of a travel advance is conditional upon agreement to a payroll deduction to settle any unsubstantiated expenses (See Failure to Comply, below). Financial Services shall issue travel advances to employees with the concurrence of the employee's department head.
- 3. Travel Advance Settlement: A travel advance should be settled within five working days subsequent to the final date of expenses listed on the travel advance form. Actual expenditures shall be reconciled to the amount of advances on the

DECEMBER 10, 2019 REGULAR MEETING

copy of the travel advance form. This completed and signed form shall be submitted to Financial Services along with any required documentation.

A check must be submitted to the Ingham County Treasurer for any excess travel advance.

4. Failure to Comply: IRS regulations require substantiation of expenses and the return of any excess travel advance within a reasonable period of time (60 days). Any portion of a travel advance not settled within 60 days shall be recovered through payroll deductions.
5. Travel Reimbursements: Overnight travel expenses incurred without benefit of a travel advance will be reimbursed on a travel voucher. Such reimbursement claims will be prepared and submitted on the standard Travel Expense Voucher, itemized and stated by these regulations.

P. Use of County-Owned Vehicles

1. This policy shall cover and apply to all official's and employee's use of any vehicle owned by Ingham County, except that this policy may be considered modified, but only to the extent that provisions of a collective bargaining agreement expressly provide for vehicle use in a manner inconsistent with this policy.
2. All vehicles acquired by Ingham County are for the use and purpose of County business only, and all officials and employees of the County operating vehicles are subject to and required to adhere to the terms of this policy
3. Except as otherwise specifically provided in this policy, no official and no employee may use a County-owned vehicle for personal use. County-owned vehicles shall be used for County business.
4. County employees may use County-owned vehicles for commuting to and from employment only if specifically required to do so for the purposes of on-call duty, or if specifically authorized by the employee's department head or elected official, as being necessary and in the best interest of the County. Except as permitted herein, there shall be no commuting with County-owned vehicles and there shall be no other personal use of County-owned vehicles by County employees. Employees shall report in writing bi-weekly the number of "commuting days" to the employee's department head or elected official.
5. Personal use of County-owned vehicles by an employee may be subject to taxation to that employee by the Internal Revenue Service.

DECEMBER 10, 2019 REGULAR MEETING

Q. Other Reimbursement

1. Miscellaneous Expenditures: County funds may be expended for supplies to the extent that such supplies are consumed by the general public or used in the conduct of normal business. Whenever possible, supplies should be billed to Ingham County by the vendor. If direct billing is not possible, an employee may be reimbursed for such expenses.
2. Charges not Reimbursable: In general, the County is not liable for any loss or damage to an employee's property.
3. Sales Tax: As a governmental entity, Ingham County is not subject to state sales tax. Sales tax should not be paid on any item purchased for the exclusive use of Ingham County. Ingham County's tax exempt number is 38-6005629. An exemption certificate is available from the Purchasing Department, if required.
4. Registration Fees: Enrollment or registration fees for approved conventions and meetings of associations or organizations are allowable for employees attending as official representatives of the County. Documentation must be attached.
5. Retiree Recognition Policy: County funds may be utilized to recognize and honor retirees to a maximum of \$75.00 for employees who have a minimum of ten years and \$150.00 for employees who have a minimum of 25 years. A completed Retiree Recognition Expense Form is required to be submitted with the invoice for payment. This amount must be used to purchase an actual gift or fund a party. Gifts of cash or gift cards are not allowed.
6. Guests: The cost of guest meals is allowable when incurred by department heads only if it can be shown that such cost was incidental and necessary to the conduct of official County business. In no cases will the amount allowed be in excess of the maximum established in these regulations. Full explanation must be given on the voucher, including the name of the guest. Tips are limited to 15%.
7. Food and Beverages for Meetings: Food and beverages purchased for staff meetings and staff lunches are not allowable expenses. Only meetings which include community members, vendors or other outside parties will be allowed to serve food and beverages at the County's expense. The Business Meal Expense Form or Meeting Supplies Expense Form must accompany all requests for reimbursement or submittal of the Procurement Card documentation.
8. Rental of Rooms: Expenses for rental of special rooms for meetings will be approved only when County owned facilities are not available. Approval from the Controller/Administrator is required. Receipts are required.

DECEMBER 10, 2019 REGULAR MEETING

9. Dues and Subscriptions: Professional dues and subscriptions will only be allowable expenses if they are required for an employee's essential job duty or are necessary to provide a Department's primary service.
10. Documentation and Processing: All requests for reimbursement must have adequate documentation. Employees are encouraged to order items with per unit cost of \$100 or more through the Purchasing Department. A purchase order should be issued to the vendor for such purchases.

An employee may request reimbursement by including the expense on a standard Travel Expense Voucher with his or her mileage (NOTE: The correct charging distribution number should be indicated.) Alternately, a reimbursement voucher may be submitted. The voucher should be made payable to the employee. The description should read "employee reimbursement" and should also indicate the employee's department.

11. Enforcement: The Director of Financial Services has the authority to reject any expenditure which he or she believes is not in accordance with this policy. Any employee disagreeing with this decision can appeal the decision to the County Controller/Administrator.

APPENDIX A TRAVEL SCENARIOS

Following are examples to assist in calculating allowable travel expenses:

EXAMPLE 1

One staff person lives in Mason.

Is she entitled to mileage from her home in Mason to the Mason Courthouse (which is not her assigned location) or is she entitled to mileage from the VMC (where she did not report but is her assigned location) to the Mason Courthouse?

If she is going to mason for the entire day, she would not be entitled to any mileage since it is closer than her typical commuting miles. But, if she drove to Lansing at 8:00 and then needed to go to Mason for a two-hour 11:00 a.m. meeting and then returns to Lansing for the rest of the day, she would be entitled to the mileage from Lansing to Mason and back to Lansing.

EXAMPLE 2

If this staff person reports from her home in Mason to the Mason Courthouse in the morning and then reports to the VMC location in the afternoon, is she entitled to mileage from the Mason Courthouse to the VMC building?

She would not be entitled to any mileage since she is not traveling any farther than she would on a typical day.

EXAMPLE 3

One staff person lives in Lansing.

Is she entitled to mileage from her home in Lansing to the Mason Courthouse (when she reported directly to the Mason location instead of her assigned location of VMC) or is she entitled to mileage from the VMC to the Mason location?

She would be entitled to the difference between her normal commute and the commute to Mason. If she lives five miles from downtown but needs to drive 20 miles to Mason instead, she would be entitled to reimbursement for 15 miles driven.

EXAMPLE 4

If this staff person reports from her home in Lansing to the Mason Courthouse in the morning and then reports to the VMC location in the afternoon is she entitled to mileage from the Mason Courthouse to the VMC building?

Same as Example 3

DECEMBER 10, 2019 REGULAR MEETING

APPENDIX B
MILEAGE TABLES

	County Attorney	Road Department	Drain Commissioner / Animal Control / District Court / Sheriff's Office	Medical Care Facility / Housing Commission	Grady Porter Building / Veteran's Memorial Courthouse	Hilliard Building/ Courthouse	Human Services Building	Ingham County Family Center (Ingham Academy)	Potter Park Zoo
County Attorney	--	15	14	14	1	16	5	4	3
Road Department	15	---	1	10	14	1	9	11	13
Drain Commissioner / Animal Control / District Court / Sheriff's Office	14	1	---	11	14	1	9	10.5	12.5
Medical Care Facility / Housing Commission	14	10	11	---	12	9	8	10	11
Grady Porter Building / Veteran's Memorial Courthouse	1	14	14	12	---	15	3	3	2
Hilliard Building/ Courthouse	15	1	1	9	15	---	9	12	14
Human Services Building	5	9	9	8	3	9	---	2.5	3
Ingham County Family Center (Ingham Academy)	4	11	10.5	10	3	12	2.5	---	3
Potter Park Zoo	3	13	12.5	11	2	14	3	3	---

Animal
Control
County
Attorney
55th District
Court
Drain
Commissioner
Health
Center –
Sparrow
Health
Center–St.
Lawrence
Grady
Porter
Building
Hilliard
Building
Human
Services
Building

DECEMBER 10, 2019 REGULAR MEETING

	Human Services Building	Healthy Smiles Dental Clinic	Otto Community Health Services	Well-Child Health Center	Willow Teen Health Services	Health management Plan	St. Lawrence Health Center	Sparrow Health Center	Ingham County Jail
Human Services Building	---	2	5	3	5	0.5	5	4.5	8
Healthy Smiles Dental Clinic	2	---	4	1	4	2.5	4	2.5	11.5
Otto Community Health Clinic	5	2	---	4	1.5	6	2	2.5	15
Well-Child Health Center	3	1	4	---	3	3	3.5	3	13
Willow Teen Health Services	5	4	1.5	3	---	5.5	1	2	14.5
Health Plan Management	0.5	2.5	6	3	5.5	---	5.5	4.5	8
St. Lawrence Health Center	5	4	2	3.5	1	5.5	---	2	14.5
Sparrow Health Center	4.5	2.5	2.5	3	2	4.5	2	---	13
Ingham County Jail	8	11.5	15	13	14.5	8	14.5	13	---

Health Plan
Manageme
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Smiles
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Jail Medical
-Sheriff's
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Health
Center -
Otto

DECEMBER 10, 2019 REGULAR MEETING

	Baldwin Park	Burchfield / Riverbend	Hawk Island	Parks Department	Lake Lansing North	Lake Lansing South	Rayner Park	Potter Park Zoo
Baldwin Park	--	13	21	16	37	36	15	21
Burchfield / Riverbend	13	---	9	9	25	23	10	10
Hawk Island	21	9	---	10	12	10	11	2
Parks Department	16	9	10	---	14	13	1	14
Lake Lansing North	37	25	12	14	---	2	18	10
Lake Lansing South	36	23	10	13	2	---	16	9
Rayner Park	15	10	10	2	18	16	---	13
Potter Park Zoo	21	10	2	14	10	9	13	---

Baldwin
Park
Burchfield
/
Riverbend.....
Hawk
Island.....
Parks
Departme
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DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 26**

Introduced by the Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECEIVING ADVICE FROM THE COUNTY TREASURER AS TO A SURPLUS
WHICH CAN BE TRANSFERRED FROM THE INGHAM COUNTY DELINQUENT TAX
REVOLVING FUND TO THE INGHAM COUNTY GENERAL FUND**

RESOLUTION # 19 – 541

WHEREAS, Section 87b(7) of Act No. 206, Michigan Public Acts of 1893, as amended (“Act 206”) authorizes the Board of Commissioners to transfer to the Ingham County General Fund any surplus in the Ingham County Delinquent Tax Revolving Fund (the “DTRF”) by appropriate action of the Board of Commissioners; and

WHEREAS, the Ingham County Controller, has recommended that \$2,500,000 be transferred from the DTRF to the General Fund in the current fiscal year; and

WHEREAS, the Ingham County Treasurer has reviewed the amounts which are currently available in the DTRF and with the amounts which are provided from the issuance of General Obligation Limited Tax Notes, Series 2019 “the 2019 Borrowing” has determined that \$2,500,000 may be transferred to the General Fund as of December 15, 2019; and

WHEREAS, Ingham County Treasurer hereby declares that a surplus of at least \$2,500,000 exist in the DTRF.

THEREFORE BE IT RESOLVED, by the Board as follows:

1. The Ingham County Treasurer is authorized to transfer \$2,500,000 from the DTRF to the General Fund as of December 11, 2019.
2. Any further transfers of surplus amounts will be specifically approved after recommendation by the Ingham County Treasurer by resolution of the Board of Commissioners.

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 27**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2020 BUDGET YEAR

RESOLUTION # 19 – 542

WHEREAS, county policy requires that all contracts over \$5,000 be approved by the Board of Commissioners; and

WHEREAS, numerous contracts are approved by the Board of Commissioners each year, many of which are routine continuations of existing contracts; and

WHEREAS, funding for these contracts has been included within the 2020 Adopted Budget; and

WHEREAS, the budget also contains anticipated revenues and expenditures from certain grant programs, which will also require approval of agreements with granting agencies at various times during the fiscal year.

THEREFORE BE IT RESOLVED, that the Board Chairperson is authorized to sign agreements, contracts, and/or other documents related to grant programs and other county appropriations which are contained in the adopted budget, as listed in the attached document, subject to review by the County Attorney as to form and to certification by the Controller that 1) the total amount of revenues and expenditures and the net obligation to the County is not greater than what is budgeted; and 2) there is no change in employee status and no additional employees other than as authorized in the adopted budget.

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 part 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 all contracts over \$5,000 that are not included in this resolution shall be approved by the Board of Commissioners by separate resolution.

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

LAW AND COURTS COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2019 COST	2020 PROJECTED	Proj. Increase over 2019	% Increase over 2019	Funding Source
Circuit Court	TEL/Thalner	Technology support for the Courtrooms (excluding Courtrooms 1 and 2)	01/01/20	12/31/20	\$10,480	\$10,480	\$0	0%	General Fund
Community Corrections	Westaff	CCAB Staff Consultant	01/01/20	12/31/20	\$47,153	\$47,860	\$707	1.5%	General Fund 78% State & City 22%
Family Court	MSU Psychology Department	Diversion Program - Reduces days/cost for out of home care	10/01/19	09/30/20	\$169,947	\$172,496	\$2,549	1.5%	50% General Fund/50% State of MI
Family Court	Highfields	Day Treatment Program - transportation and behavioral specialists	10/01/19	09/30/20	\$656,732	\$656,732	\$0	0%	50% JJM/50% State of MI
Family Court	Peckham, Inc. Crossroads	Educational and vocational program for delinquent youth	10/01/19	09/30/20	\$319,542	\$319,542	\$0	0%	50% JJM/50% State of MI
Family Court	Highfields	Evening Reporting Program - Transportation and Behavioral Specialists	10/01/19	09/30/20	\$304,588	\$304,588	\$0	0%	50% JJM/50% State of MI
Ingham County	Legal Services of South Central Michigan	Provide legal services to low-income residents of Ingham County	01/01/20	12/31/20	\$20,000	\$20,000	\$0	0%	General Fund
Probate Court	Michael Staake	Legal representation for mental illness respondents	01/01/20	12/31/20	\$10,609	\$10,609	\$0	0%	General Fund
Probate Court	Robert Refior & Elias Kafantaris	Legal representation for general probate respondents	01/01/20	12/31/20	\$18,035	\$18,035	\$0	0%	General Fund
Probate Court	Robert Refior & Elias Kafantaris	Gaurdian ad litem services for general probate matters	01/01/20	12/31/20	\$76,385	\$76,385	\$0	0%	General Fund

REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2019 REV	2020 PROJECTED	Proj. Increase over 2019	% Increase over 2019
Prosecuting Attorney	State of Michigan	VOCA Crime Victim Assistant Grant	10/01/19	09/30/20	\$90,743	\$93,465	\$2,722	3%
Prosecuting Attorney	State of Michigan	Cooperative Reimbursement Grant	10/01/19	09/30/20	\$836,253	\$878,067	\$41,814	5%
Prosecuting Attorney	State of Michigan	Victims Rights Grant	10/01/19	09/30/20	\$332,475	\$327,675	-\$4,800	-1%
Sheriff	State of Michigan	Anti-Drug Abuse Program	10/01/19	09/30/20	\$33,200	\$33,200	\$0	0%
Sheriff	State of Michigan	Annual Grant for Secondary Road Patrol	10/01/19	09/30/20	\$248,002	\$196,350	-\$51,652	-21%

DECEMBER 10, 2019 REGULAR MEETING

Sheriff	State of Michigan	Annual Grant for Marine Safety Programs	10/01/19	09/30/20	\$3,402	\$5,100	\$1,698	50%
Sheriff	State of Michigan	Annual Grant for Emergency Management	10/01/19	09/30/20	\$52,135	\$58,107	\$5,972	11%
Family Court	State of Michigan	Annual Child Care Agreement	10/01/19	09/30/20	\$6,265,260	\$6,343,145	\$77,885	1%
FOG	State of Michigan	Annual Access and Visitation Grant	10/01/19	09/30/20	\$5,000	\$5,100	\$100	2%
FOG	State of Michigan	Cooperative Reimbursement Grant	10/01/19	09/30/20	\$3,322,780	\$3,514,711	\$191,931	6%

DECEMBER 10, 2019 REGULAR MEETING

HUMAN SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2019 COST	2020 PROJECTED	Proj. Increase over 2019	% Increase over 2019	Funding Source
Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	01/01/20	12/31/20	\$ 45,750	\$ 45,750	\$0	0%	General Fund
Health Department	Holy Cross	Homeless Day Center	10/01/19	09/30/20	\$ 30,000	\$ 28,500	-\$1,500	-5%	General Fund
Health Department	South Lansing Community Dev Ctr	Community Development/Outreach	10/01/19	09/30/20	\$23,704	\$ 23,704	\$0	0%	General Fund
Health Department	Our Savior Lutheran Church	Food Pantry Operation - 1515 W. Holmes Road	10/01/19	09/30/20	\$ 7,200	\$ 7,200	\$0	0%	General Fund

Revenue Contracts

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2019 REV	2020 PROJECTED	Proj. Increase over 2019	% Increase over 2019
VA	Clinton County	Services Provided to Clinton County	01/01/20	12/31/20	\$ 26,229	\$ 28,389	\$2,160	6%

DECEMBER 10, 2019 REGULAR MEETING

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2019 COST	2020 PROJECTED	Proj. Increase over 2019	% Increase over 2019	Funding Source
Board of Commissioners	CAPCOG	Agreement w/Lansing Chamber	01/01/20	12/31/20	\$5,000	\$5,000	\$0	0.00%	General Fund
Equalization	Michigan Equalization Services LLC	Commercial Appraisal Contract	01/01/20	12/31/20	\$90,000	\$90,000	\$0	0.00%	General Fund
Equalization	Bellefeuil, Szur & Assoc. Inc. DBA BS&A Software	Assessing net	01/01/20	12/31/20	\$10,431	\$10,431	\$0	0.00%	General Fund
Road Department	Precision Systems	Accounting Software Licenses	01/01/20	12/31/20	\$ 14,655	\$ 14,655	\$0	0.00%	Road Fund
Road Department	Midwestern Consulting	Traffic Signal Database Support	01/01/20	12/31/20	\$ 1,200	\$ 1,200	\$0	0.00%	Road Fund
IT	BOSS	Annual Maintenance for Help Desk Software	01/01/20	12/31/20	\$ 14,771	\$ 15,052	\$281	1.90%	Network Fund
IT	Calero Software	Verismart Software Maintenance for Phone System	08/30/20	08/30/21	\$ 2,224	\$ 2,266	\$42	1.90%	Network Fund
IT	Oracle	Sun Server Maintenance Contract	03/30/20	03/30/21	\$ 5,686	\$ 5,794	\$108	1.90%	Network Fund
IT	DLT	Solarwinds Network Monitoring	03/21/20	03/21/21	\$ 1,748	\$ 1,781	\$33	1.90%	Network Fund
IT	Solarwinds	Dameware Remote Support Software	06/18/20	06/18/21	\$ 474	\$ 483	\$9	1.90%	Network Fund
IT	Oracle	Oracle Database Standard Edition - Processor Perpetual	02/20/20	02/20/21	\$ 9,552	\$ 9,733	\$181	1.90%	Network Fund
IT	Service Express	Hardware Support Renewal for HP Servers	04/30/20	04/30/21	\$ 3,960	\$ 4,035	\$75	1.90%	Network Fund
IT	Konica	RightFax	08/31/20	08/30/21	\$ 5,783	\$ 5,893	\$110	1.90%	Network Fund
IT	CDWG	VMWare Renewal	03/31/20	03/31/21	\$ 30,883	\$ 31,470	\$587	1.90%	Network Fund
IT	Seamless Docs	Seamless Docs Renewal	02/18/20	02/18/21	\$ 24,000	\$ 24,456	\$456	1.90%	Network Fund
IT	Sentinel	Redsky e911 software support renewal	05/28/20	05/27/21	\$ 3,226	\$ 3,287	\$61	1.90%	Network Fund
IT	Zayo	Dark Fibre & equipment	01/01/20	12/31/21	\$ 5,258	\$ 5,358	\$100	1.90%	Network Fund
IT	Nationwide Power	Uninterrupted power supply support -911	12/01/20	11/30/21	\$ 4,305	\$ 4,387	\$82	1.90%	Network Fund
IT	Vidcom Solutions	Ocularis Renewal for cameras	01/04/20	01/04/21	\$ 20,000	\$ 20,380	\$380	1.90%	Network Fund

DECEMBER 10, 2019 REGULAR MEETING

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2019 COST	2020 PROJECTED	Proj. Increase over 2019	% Increase over 2019	Funding Source
IT	CDWG	Annual Cost for Faronics Deepfreeze for the Ingham	03/01/20	03/01/21	\$ 776	\$ 791	\$15	1.90%	Network Fund

REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2019 REV	2020 PROJECTED	Proj. Increase over 2019	% Increase over 2019
Equalization	State of Michigan	Annual Grant for Remonumentation Program	01/01/20	12/31/20	\$94,314	\$89,306	-\$5,008	-5%

DECEMBER 10, 2019 REGULAR MEETING

ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 28

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2019 INGHAM COUNTY BUDGET

RESOLUTION # 19 – 543

WHEREAS, the Board of Commissioners adopted the 2019 Budget on October 23, 2018 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller's staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

WHEREAS, the Board of Commissioners annually authorizes the Controller to make necessary year end transfers to comply with state statute.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

BE IT FURTHER RESOLVED, that the Controller is authorized to make necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2019 Ingham County General Fund budget at \$87,812,526.

<u>FUND</u>	<u>DESCRIPTION</u>	2019 BUDGET 11/19/19	PROPOSED CHANGES	PROPOSED BUDGET
101	General Fund	87,812,526	0	87,812,526
201	Road	26,779,654	4,505,000	31,284,654
561	Fair	1,349,099	40,000	1,389,099

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

GENERAL FUND REVENUES

	<u>2019 Budget – 11/19/19</u>	<u>Proposed Changes</u>	<u>2019 Proposed Budget</u>
Tax Revenues			
County Property Tax	51,995,716	0	51,995,716
Property Tax Adjustments	(50,000)	0	(50,000)
Delinquent Real Property Tax	0	0	0
Unpaid Personally Property Tax	15,000	0	15,000
IFT/CFT	275,000	0	275,000
Trailer Fee Tax	15,000	0	15,000
Intergovernmental Transfers			
State Revenue Sharing	6,210,267	0	6,210,267
Convention/Tourism Tax - Liquor	1,409,713	0	1,409,713
Court Equity Funding	1,462,712	0	1,462,712
State Personal Property Tax Return	750,000	0	750,000
Use of Fund Balance - Committed	0	0	0
Use of Fund Balance - Uncommitted	3,456,560	0	3,456,560
Department Generated Revenue			
Animal Control	1,199,936	0	1,199,936
Circuit Court - Family Division	1,277,769	0	1,277,769
Circuit Court - Friend of the Court	597,000	0	597,000
Circuit Crt - General Trial	2,235,946	0	2,235,946
Controller	3,170	0	3,170
Cooperative Extension	2,500	0	2,500
County Clerk	618,850	0	618,850
District Court	2,254,348	0	2,254,348
Drain Commissioner/Drain Tax	445,500	0	445,500
Economic Development	63,037	0	63,037
Elections	75,550	0	75,550
Homeland Security/Emergency Ops	60,135	0	60,135
Equalization /Tax Mapping	10,100	0	10,100
Facilities	6,532	0	6,532
Financial Services	39,673	0	39,673
Health Department	120,000	0	120,000
Human Resources	52,649	0	52,649
Probate Court	277,178	0	277,178
Prosecuting Attorney	740,870	0	740,870
Purchasing	0	0	0
Register of Deeds	2,298,237	0	2,298,237
Remonumentation Grant	94,260	0	94,260
Sheriff	4,736,517	0	4,736,517

DECEMBER 10, 2019 REGULAR MEETING

Treasurer	4,492,133	0	4,492,133
Tri-County Regional Planning	60,555	0	60,555
Veteran Affairs	510,113	0	510,113
Total General Fund Revenues	87,812,526	0	87,812,526

GENERAL FUND EXPENDITURES

	<u>2019 Budget – 11/19/19</u>	<u>Proposed Changes</u>	<u>2019 Proposed Budget</u>
Board of Commissioners	618,642	0	618,642
Circuit Court - General Trial	9,255,042	0	9,255,042
District Court	3,309,520	0	3,309,520
Circuit Court - Friend of the Court	1,614,912	0	1,614,912
Jury Board	1,190	0	1,190
Probate Court	1,621,110	0	1,621,110
Circuit Court - Family Division	5,795,303	0	5,795,303
Jury Selection	171,910	0	171,910
Elections	289,560	0	289,560
Financial Services	880,977	0	880,977
County Attorney	474,525	0	474,525
County Clerk	1,153,296	0	1,153,296
Controller	986,131	0	986,131
Equalization/Tax Services	765,751	0	765,751
Human Resources	846,444	0	846,444
Prosecuting Attorney	7,058,244	0	7,058,244
Purchasing	247,588	0	247,588
Facilities	1,939,569	0	1,939,569
Register of Deeds	869,568	0	869,568
Remonumentation Grant	94,260	0	94,260
Treasurer	590,285	0	590,285
Drain Commissioner	1,113,156	0	1,113,156
Economic Development	328,271	0	328,271
Community Agencies	208,550	0	208,550
Inhgam Conservation District Court	8,089	0	8,089
Equal Opportunity Committee	500	0	500
Women's Commission	500	0	500
Historical Commission	500	0	500
Tri-County Regional Planning	107,446	0	107,446
Jail Maintenance	212,600	0	212,600
Sheriff	20,892,683	0	20,892,683
Metro Squad	37,670	0	37,670
Community Corrections	178,614	0	178,614

DECEMBER 10, 2019 REGULAR MEETING

Animal Control	2,502,467	0	2,502,467
Homeland Security	7,389	0	7,389
Emergency Operations	235,620	0	235,620
Board of Public Works	300	0	300
Drain Tax at Large	520,000	0	520,000
Health Department	5,842,086	0	5,842,086
CHC	3,733,299	0	3,733,299
Jail Medical	2,120,848	0	2,120,848
Medical Examiner	676,225	0	676,225
Substance Abuse	708,102	0	708,102
Community Mental Health	2,061,941	0	2,061,941
Department of Human Services	1,972,497	0	1,972,497
Tri-County Aging	97,724	0	97,724
Veterans Affairs	717,781	0	717,781
Cooperative Extension	406,589	0	406,589
Parks and Recreation	1,674,754	0	1,674,754
Fair	13,592	40,000	53,592
Contingency Reserves	183,853	(40,000)	143,853
Legal Aid	20,000	0	20,000
2-1-1 Project	45,750	0	45,750
Community Coalition for Youth - BBBS	25,000	0	25,000
Capital Improvements	2,574,303	0	2,574,303
Total General Fund Expenditures	87,812,526	0	87,812,526

General Fund Expenditures

Fair	Increase transfer to Fair Fund in the amount of \$40,000 to cover nonoperational expenses.
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Contingency Reserves	Decrease \$40,000 to increase transfer to the Fair Fund.
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Non-General Fund Adjustments

Road Fund (F201)	To increase expense and use of fund balance in the amount of \$4,505,000 for various non-federal aid primary road improvement projects and replacement of the Road Department's Eastern District garage roof with contracts already approved by BOC
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Fair (F561)	To set up transfer from General Fund 101 to cover the nonoperational expense in the amount of \$40,000.
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DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 29**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING JESSY GREGG

RESOLUTION # 19 – 544

WHEREAS, Jessy Gregg has served the community for many years actively engaged in local public service; and

WHEREAS, Jessy has shown a remarkable level of leadership and devotion to the idea of community involvement by actively seeking out ways to benefit the community in which she lives; and

WHEREAS, Jessy has served on the Ingham County Parks & Recreation Commission from February 14, 2017 to November 6, 2019; and

WHEREAS, Jessy served as the Secretary of the Ingham County Parks & Recreation Commission from January 16, 2018 to September 17, 2018; and

WHEREAS, Jessy served as the Vice-Chair of the Ingham County Parks & Recreation Commission from September 17, 2018 to November 6, 2019; and

WHEREAS, Jessy was able to bring into the Parks and Recreation Commission's deliberations relevant ideas and insights from her previous public service and personal experience; and

WHEREAS, Jessy exemplifies the best in public service through her caring commitment to her responsibilities and duties as an Ingham County Parks & Recreation Commission member; and through her desire to improve the Ingham County park system as a whole; and

WHEREAS, Jessy's efforts have contributed to the Parks Department's ability to provide exceptional service to the citizens of Ingham County; and

WHEREAS, throughout her term as a Parks and Recreation Commission member, Jessy has helped to advance, develop, and implement effective parks policies; and

WHEREAS, through her persistence, consideration, and reliability, she has promoted a relationship of respect, understanding, and cooperation between the Ingham County Parks Commission, other local governmental agencies and the community at large.

THEREFORE BE IT RESOLVED, that the Board of Commissioners, by adoption of this resolution, recognizes the impact and quality of Jessy Gregg's work, and expresses its sincere appreciation to her for the services and benefits which have been received by the citizens of Ingham County.

DECEMBER 10, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Board of Commissioners extends to Jessy Gregg its best wishes for continued success in all her future endeavors.

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

Nays: None **Absent:** Sebolt **Approved 12/02/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 30**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CONGRATULATING THE CAPITAL AREA DISTRICT LIBRARY

RESOLUTION # 19 – 545

WHEREAS, each year the Library of Michigan Foundation and Library of Michigan present the State Librarian's Excellence Award and Citations of Excellence Award; and

WHEREAS, the State Librarian's Excellence Award and Citations of Excellence Award highlight the importance of services provided by Michigan libraries; and

WHEREAS, the Capital Area District Library is the recipient of the 2019 State Librarian's Excellence Award for superior customer service; and

WHEREAS, the State Librarian's Excellence Award evaluation factors include: demonstrating that the library provides superior service to its customers and community in a cost-effective manner, with a can-do attitude; always delivering on promises; and fulfilling the library's commitment to high standards of customer service; and

WHEREAS, Capital Area District Library programs that garnered the attention of the selection committee include: working with Ingham County Jail inmates; a 'Library of Things' which is a program that loans appliances, tools, games, and other things besides books at no charge; outstanding local history resources; a 'Girls that Code' program; and structuring meaningful community conversations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulate the Capital Area District Library as the recipient of the 2019 Librarian's Excellence Award.

BE IT FURTHER RESOLVED, that the Board recognizes that the Capital Area District Library provides services that impact Ingham County communities daily and are consistently finding new and inventive ways to bring their resources to the residents.

BE IT FURTHER RESOLVED, that the Board extends its sincere appreciation to Director Scott Duimstra and the staff of the Capital Area District Library.

HUMAN SERVICES: Yeas: Tennis, Trubac, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Sebolt **Approved 12/02/2019**

Commissioner Trubac moved to adopt the resolution. Commissioner Naeyaert supported the motion.

The motion carried unanimously. Absent: Commissioner Tennis.

DECEMBER 10, 2019 REGULAR MEETING

Commissioner Trubac stated that he was honored to be able to present the resolution, as someone who grew up in Ingham County, and that CADL had been a part of his life for many years and that it was a community resource for many years.

Commissioner Trubac presented the resolution to Scott Duimstra, Capital Area District Libraries Executive Director.

Scott Duimstra, Capital Area District Library Executive Director, stated that he wished to thank the Board of Commissioners very much for this resolution, and that this award was recognition that they were one of the top library systems in the state of Michigan. He further stated that they were only as strong as our partners and that the Board of Commissioners had been a great partner to them.

Mr. Duimstra stated that they were working on key initiatives: increasing the reading proficiency of the community's youth and that they were also working to help bridge the digital divide and increasing broadband in the community. He further stated that, on behalf of CADL, he wanted to thank the Board of Commissioners so much, as it meant so much to hear personal stories about growing up with CADL.

Commissioner Schafer stated that he wanted to thank Mr. Duimstra personally and that he witnessed the library board under Scott's leadership, moving the Williamston library. He further stated that he had been so impressed with the library board and that he was so pleased with the progress the library system has made.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 31**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPOINTING A 4-H REPRESENTATIVE TO
THE INGHAM COUNTY FAIR BOARD**

RESOLUTION # 19 – 546

WHEREAS, a vacancy exists on the Ingham County Fair Board for a 4-H representative; and

WHEREAS, the 4-H Council has interviewed applicants and made a recommendation to the Board of Commissioners; and

WHEREAS, the Human Services Committee interviewed the candidate recommended by the 4-H Council.

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

Candace Filonczuk, 5435 Bunker Road, Mason 48854

to the Ingham County Fair Board, as a 4-H representative, for a term expiring December 31, 2021.

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

Nays: None **Absent:** None **Approved 12/02/2019**

Adopted as part of the consent agenda.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION CONSENTING TO CONTINUED RESETTLEMENT OF REFUGEES
IN INGHAM COUNTY**

RESOLUTION # 19 – 547

WHEREAS, Ingham County has welcomed refugees facing religious, ethnic and political persecution for several hundred years; and

WHEREAS, the world is currently facing one of the worst humanitarian crises in human history; and

WHEREAS, by definition, refugees are individuals who have been forced to flee their home country due to persecution based on their race, religion, ethnicity, political opinion, or social group; and

WHEREAS, resettlement is the last resort for refugees who cannot return to their home country and cannot rebuild their lives where they first fled; and

WHEREAS, the United States has the most extensive refugee vetting in the world; and

WHEREAS, Ingham County is currently the home of resettled refugees who will likely be joined by family members in the upcoming year; and

WHEREAS, churches, community organizations, families, and individuals have supported the arrival and integration of refugee families for several years; and

WHEREAS, refugees are a welcome addition to the local economy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners affirms the continued resettlement of refugees within borough limits and shall expressly confirm so in writing to the US Department of State, Bureau of Population, Refugees, and Migration upon passing of this resolution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners urges the Governor of Michigan and other local unit of government in Ingham County to consent to initial refugee resettlement as per the terms of Executive Order 13888.

BE IT FURTHER RESOLVED, that a copy of this resolution will be transmitted to Carol Thompson O'Connell, Acting Assistant Secretary of State, Bureau of Population, Refugees, and Migration.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 12/02/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 33**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE HEALTH DEPARTMENT'S PLAN OF ORGANIZATION

RESOLUTION # 19 – 548

WHEREAS, Ingham County Health Department (ICHD) wishes to update its Plan of Organization effective January 1, 2020 through December 31, 2022; and

WHEREAS, ICHD will be undergoing Local Public Health accreditation in 2020; and

WHEREAS, the department's on-site review begins March 2nd 2020, but ICHD is required to forward an updated Plan of Organization to the Michigan Department of Health & Human Services (MDHHS) prior to that review; and

WHEREAS, the Board of Commissioners approves the Plan of Organization for ICHD to be submitted to the Michigan Department of Health and Human Services (MDHHS) as part of the accreditation process; and

WHEREAS, MDHHS requires ICHD to update its Plan of Organization every three years; and

WHEREAS, the Board of Commissioners last approved the Plan of Organization in 2017 through Resolution #17-012; and

WHEREAS, the Plan of Organization has been updated to reflect personnel and program changes in the department over the past three years and the updated 2020 budget; and

WHEREAS, these changes include new Medical Directors for Public Health Services and Ingham Community Health Centers, a new Deputy Health Officer/Executive Director-Ingham Community Health Centers, and new Maternal & Child Health, Communicable Disease Control, and Health Promotion & Prevention Division Directors within the Public Health Services branch; and

WHEREAS, the Health Officer recommends that the Board of Commissioners approves ICHD's updated Plan of Organization effective January 1, 2020 through December 31, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves ICHD's updated Plan of Organization, effective January 1, 2020 through December 31, 2022 as attached and authorizes the Board Chairperson to sign MDHHS' Local Health Department Plan of Organization Approval Form.

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

Nays: None **Absent:** Sebolt **Approved 12/02/2019**

Adopted as part of the consent agenda.

PLAN OF ORGANIZATION

January 2020



DECEMBER 10, 2019 REGULAR MEETING

Table of Contents

INTRODUCTION	80
LEGAL RESPONSIBILITIES & AUTHORITY	80
State and Local Statutory Authority for ICHD	80
Governing Entity Relationship with ICHD	82
Indemnification of Employees for Civil Liability	85
Delegation of Food Service Sanitation Program Responsibilities	85
“Exposure Plan for Blood Borne Pathogens” and the “Chemical Hygiene Plan”	86
LOCAL HEALTH DEPARTMENT ORGANIZATION	86
LHD Organizational Structure	86
Documentation of Approval of Local Health Department (LHD) Plan of Organization	89
Operating Budget and FTEs for Public Health Services	89
Accounting and Auditing	Error! Bookmark not defined.
Information Technology Capacity	90
MISSION, VISION, AND VALUES	91
Mission	92
Vision	92
Core Values	92
LOCAL PLANNING AND COLLABORATION INITIATIVES	93
Priorities	93
Priority Projects	97

DECEMBER 10, 2019 REGULAR MEETING

<u>Community Partnerships and Collaborative Efforts.....</u>	<u>104</u>
<u>SERVICE DELIVERY</u>	<u>107</u>
<u>Locations and Hours</u>	<u>107</u>
<u>REPORTING AND EVALUATION.....</u>	<u>113</u>
<u>Evaluation</u>	<u>113</u>
<u>Communication</u>	<u>115</u>
<u>Reporting</u>	<u>116</u>
<u>HEALTH OFFICER AND MEDICAL DIRECTOR</u>	<u>118</u>
<u>Procedure for Appointment</u>	<u>118</u>
<u>Correspondence Regarding Appointment.....</u>	<u>118</u>

DECEMBER 10, 2019 REGULAR MEETING

INTRODUCTION

The Plan of Organization (PO) of the Ingham County Health Department (ICHD) was last [approved by the Michigan Department of Health and Human Services \(MDHHS\) as part of its accreditation process](#) in March 2017. In preparation for MDHHS' March 2020 accreditation visit, ICHD is updating its PO to reflect any changes that have occurred since then. The department continues to be organized around three major branches: Public Health Services, Community Health Centers, and Community Health, Planning, and Partnerships. Linda S. Vail, MPA, continues to serve as Health Officer; and Nike Shoyinka, MD, MPH, now serves as Medical Director. The 2020 Plan of Organization will be approved by the Ingham County Board of Commissioners on December 10, 2019 and is now submitted for approval by the Michigan Department of Health and Human Services

The electronic version of this document contains hyperlinks to materials as requested by MDHHS. For correct viewing, please use the electronic copy on a device connected to the Internet. To view the documents, place the cursor over the hyperlink, hold down the Control key and click the mouse. If you have been provided a hard copy of the document, it will include printed copies of the requested materials.

LEGAL RESPONSIBILITIES & AUTHORITY

[State and Local Statutory Authority for ICHD](#)

The Constitution of the State of Michigan includes the following declaration:

"The public health and general welfare of the people of the State are hereby declared to be matters of primary public concern. The Legislature shall pass suitable laws for the protection and promotion of public health."

In 1978, the Public Health Code was passed by the Legislature and signed by the Governor. The "Code" establishes a State/Local system to carry out the responsibility to protect and promote public health. The Code establishes the Michigan Department of Public Health with the responsibility to:

". . .continually and diligently endeavor to prevent disease, prolong life, and promote the public health through organized programs, including prevention and control of environmental health hazards; prevention and control of diseases; prevention and control of health problems of particularly vulnerable population groups; development of health care facilities and health services delivery systems; and regulation of health care facilities and health services delivery systems to the extent provided by law." (MCL 333.2221)

DECEMBER 10, 2019 REGULAR MEETING

The Michigan Department of Public Health is charged in the Public Health Code to:

“ . . . promote an adequate and appropriate system of local health services throughout the state.” (MCL 333.2224)

The Public Health Code requires every county to provide for a local health department. County Boards of Commissioners are required to organize county or district health departments (MCL 333.2413) and it charges the local health departments with the same basic responsibilities as are given to the State:

“ . . . continually and diligently endeavor to prevent disease, prolong life and promote the public health through organized programs, including prevention and control of environmental health hazards; prevention and control of disease; prevention and control of health problems of particularly vulnerable population groups. . . ” (MCL 333.2433)

County Boards of Commissioners must appoint a health officer who has the authority and responsibility to protect the public's health:

“A local health department shall have a full-time local health officer appointed by the local governing entity... [who] may take actions and make determinations necessary or appropriate to carry out the local health department's functions under this part or functions delegated under this part and to protect the public health and prevent disease.” (MCL 333.2428)

The Michigan Administrative Code also defines the duties and responsibilities of Medical Directors of local public health departments.

- [Click here to view the Michigan Administrative Code](#)

Applicable State Law:

- [Click here to view the Public Health Code PA 368 of 1978](#)
- [Click here to view the Food Law PA 92 of 2000 as amended](#)
- [Click here to view the Natural Resources and Environmental Protection Act PA 451 of 1994](#)
- [Click here to view the Land Division Act PA 288 of 1967](#)
- [Click here to view the Condominium Act PA 59 of 1978](#)
- [Click here to view the Safe Drinking Water Act PA 399 of 1976](#)
- [Click here to view the Current Appropriations Bill \(2019\)](#)
- [Click here to view the Attorney General Opinions](#). Enter numbers 6501 and 6415

The Ingham County Board of Commissioners has responded to this mandate by establishing ICHD as a unit of government and appointing a Health Officer to oversee the activities of the

DECEMBER 10, 2019 REGULAR MEETING

department. In addition, it has created the Sanitary Code of Ingham County which utilizes Michigan's public health code to empower the Health Officer to enforce public health laws. The Sanitary Code was adopted in 1973 and has been amended three times since then. The first amendment is incorporated into the Sanitary Code. Two other amendments created a point of sale program to ensure inspection and repair of well and septic systems, and directed complaints of foodborne illness to ICHD. Three county resolutions of public health significance—the licensing of tobacco vendors, eliminating smoking in public places, and prohibiting the sale of electronic smoking devices to minors —are not part of the Sanitary Code.

Applicable Local Law:

- [Click here to view the Sanitary Code of Ingham County.](#)
- [Click here to view ordinance eliminating smoking in public places and worksites.](#)
- [Click here to view Resolution Prohibiting Sale of Electronic Cigarettes](#)
- [Click here to view Food Borne Illness Reporting](#)
- [Click here to view Pollution Prevention Program](#)

Governing Entity Relationship with ICHD

ICHD is a unit of government in Ingham County. Ingham County is governed by a fourteen-member Board of Commissioners, elected to two-year terms. The Board of Commissioners appoints the Health Officer to serve as the Director of ICHD and establishes through its annual budget process the personnel and other resources available to ICHD to carry out its statutory mission and any other duties assigned to it by the Board of Commissioners. ICHD's primary point of contact with elected officials is the Human Services Committee of the Board of Commissioners which oversees the Department's strategic and financial planning and contracting, and guides the Department on legislative matters.

The Board of Commissioners has established administrative policies for the operation of all County departments. These include the operation of the personnel functions and the financial management functions (i.e. budgeting, general ledger, and purchasing). These functions are overseen by the County Controller, who is appointed by the Board of Commissioners as the County's Chief Administrative Officer. ICHD is bound by these policies and utilizes the resources of the Controller's Office (i.e. Human Resources Department, Financial Services Department, Purchasing Department, Budget Office, and IT Department) to implement all such functions. Through its administrative processes, the Board of Commissioners negotiates agreements with several collective bargaining units and establishes a compensation plan for managers and confidential employees. Through these mechanisms, the job titles, classifications, wages and other terms of employment are established for all positions in ICHD. The Board of Commissioners charges the Human Resources Director, via the Controller, with the responsibility of implementing the collective bargaining agreements and the managerial

DECEMBER 10, 2019 REGULAR MEETING

compensation plan. The Health Officer utilizes these documents to employ and direct the staff of ICHD.

PA 30 of 1978 permits Counties to establish budget stabilization funds equal to fifteen percent of their budget. Ingham County utilizes this mechanism to the fullest extent possible in order to ensure continuation of County services, including public health services, in the event of a crisis.

Ingham County Board of Commissioners (2019)

Bryan Crenshaw, Chairperson
Ryan Sebolt, Vice-Chairperson
Robin Naeyaert, Vice-Chairperson Pro Tem
CELENTINO, VICTOR G., DISTRICT #1
CRENSHAW, BRYAN L., DISTRICT #4
GREBNER, MARK, DISTRICT #8
KOENIG, CAROL, DISTRICT #9
MAIVILLE, RANDY, DISTRICT #6
MORGAN, THOMAS, DISTRICT #10
NAEYAERT, ROBIN, DISTRICT #14
POLSDOFER, MARK, DISTRICT #12
SCHAFFER, RANDY, DISTRICT #13
SEBOLT, RYAN, DISTRICT #2
SLAUGHTER, DERRELL DISTRICT #3
STIVERS, EMILY DISTRICT #11
TENNIS, TODD, DISTRICT #5
TRUBAC, CHRIS DISTRICT #7

2019 Human Services Committee (Board of Commissioners)

Todd Tennis, Chairperson
Chris Trubac, Vice Chairperson
Thomas Morgan
Robin Naeyaert
Ryan Sebolt
Darrell Slaughter
Emily Stivers

DECEMBER 10, 2019 REGULAR MEETING

The Board of Commissioners appoints the Ingham County Board of Health. The Board of Health serves as an advisory body, assisting ICHD staff and the Board of Commissioners.

Ingham County Board of Health

Lynn Stauff, MPA, Chairperson
Jan Bidwell, MSW, Vice Chairperson

Denise Chrysler, JD
Nickell Dixon, PhD
Dilhara Muthukuda, BS, MPH
Molly Polverento, MEd, CPH
Nino Rodriguez, PhD
Gary Rowe, MS, RS
Abby Schwartz, BA, MPH
Commissioner Derrell Slaughter

- [Click here to view Board of Health Bylaws](#)

ICHD operates a network of Federally Qualified Health Centers (FQHC) funded under section 330(e) of the Public Health Services Act and/or through the Act's Health Care for the Homeless provision, section 330(h). This designation is important because it enables these Health Centers to obtain grants made available only through the Act.

Under the Public Health Services Act, federally funded Community Health Centers must be governed by a Community Health Center Board. As a public entity FQHC, Ingham County is a co-applicant for HRSA funding with the CHC Board. The majority of the members of the CHC Board must be clients of the Community Health Center. This CHC Board oversees the implementation of the Section 330 grants and the operation of the network of Community Health Centers operated by ICHD. The Community Health Center Board partners with ICHD and the Board of Commissioners to implement health services for Ingham County residents through the network of community health centers. These services provide assurance that uninsured, under-insured, and low-income Ingham County residents have access to an organized system of health care.

Ingham Community Health Center Board

Todd Heywood, Chairperson
Jennifer Hanna, Vice Chairperson
Sam Inglot, Secretary

DECEMBER 10, 2019 REGULAR MEETING

Katreva Bisbee
Jeffrey Brown
Amy Fountain
Florensio Hernandez
Hope Lovell
Mary Molloy
Rachel Ruddock
Robert Stark
Commissioner Todd Tennis
Anshu Varma
Daphine Whitfield

- [Click here to view CHC Bylaws](#)

Indemnification of Employees for Civil Liability

Ingham County is insured through the Michigan Municipal Risk Management Authority (MMRMA). Coverage is extended to all County elected officials and employees, including Health Department employees, for acts and omissions while in the course of their employment and within their scope of authority. MMRMA provides for civil defense, and coverage of any civil judgment or settlement over and above the County's deductible. Ingham County purchases malpractice insurance for health care providers who require it. We purchase malpractice insurance for physicians and dentists from The Doctors Company.

Delegation of Food Service Sanitation Program Responsibilities

ICHHD contractually assigns partial authority to implement food service sanitation program responsibilities to Michigan State University for establishments on their property. These include the residence halls, stadium, ice arena, the Kellogg Hotel and Conference Center, the MSU Union, Sparty's Cafes, the Wharton Center, the Breslin Center, the International Center, the Agriculture Pavilion, Cowles House, the Dairy Store, the Golf Courses, and all other fixed, temporary, mobile and vending services. The Department's contract with MSU requires it to enforce 2000 PA 92, MCL 333.12534, MCL 722.113 and MCL 333.12506 and Chapter IV of the Ingham County Sanitary Code. The agreement requires MSU to keep records of inspections and violations as required by law, outlines when and how MSU must communicate with ICHHD and details how ICHHD shall oversee MSU's work. The agreement stipulates that all program

DECEMBER 10, 2019 REGULAR MEETING

enforcement and quality assurance shall be performed by ICHD.

- [Click here to view Ingham County Resolution to extend 2010 Michigan State University's food service sanitation contract through December 31, 2020.](#)
- [Click here to view 2010 Michigan State University's food service sanitation contract.](#)

"Exposure Plan for Blood Borne Pathogens" and the "Chemical Hygiene Plan"

- [Click here to view ICHD Exposure Control Plan](#)
- [Click here to view ICHD's Workplace Injury Policy](#)
- [Click Here to view ICHD's Chemical Hygiene Plan](#)

LOCAL HEALTH DEPARTMENT ORGANIZATION

LHD Organizational Structure

The Health Officer of a local health department is appointed by the governing board of the jurisdiction she or he serves. The Michigan Department of Health & Human Services verifies that a health officer meets the minimum qualifications outlined in the Administrative Code (325.13001). The Health Officer acts as the chief administrative officer of the local health department and must "Have powers necessary or appropriate to perform the duties and exercise the powers given by law to the local health officer and which are not otherwise prohibited by law." The most serious of these powers relate to the declaration of "imminent danger to health or lives" which could lead to orders to restrain a condition, practice or person, and the issuance of emergency orders and procedures to include involuntary detention and treatment of persons in the event of an epidemic. Linda S. Vail, MPA, was appointed Health Officer on April 7, 2014. Adenike Shoyinka, MD, MPH was appointed by MDHHS as the Provisional Medical Director on April 8, 2019 for a term of July 1, 2019 through July 1, 2022. To assure that a proper representative of ICHD is always available to exercise the powers and duties of the Health Officer, the following Chain of Command is established in ICHD's Continuity of Operations Plan and through the adoption of this Plan of Organization supported by the Ingham County Board of Commissioners and by the Director of the MDHHS:

- a. Debbie Edokpolo, MSW, Deputy Health Officer -Public Health Services*
- b. Joel D. Murr, MPA, Deputy Health Officer-Administration*
- c. Anne Scott, MPH, Deputy Health Officer/Executive Director Community Health Centers*

In the event that the chain of command is activated, there will be no official Acting Health Officer. However, the above list identifies the person authorized to act with the authority vested in the Health Officer via statute, rule or policy.

DECEMBER 10, 2019 REGULAR MEETING

The Accounting Unit is managed by the Chief Financial Officer. Eric Thelen, MBA has been the Chief Financial Officer since 2014. The Accounting Unit is responsible for operating the financial aspects of ICHD including budgeting, accounting, billing and reporting, purchasing and also supports certain County wide functions like payroll. Accounting, like the rest of the County, utilizes MUNIS financial information system to generate reports to keep Department managers informed about their budget position.

Administrative functions for the Department are overseen by Joel D. Murr, MPA, the Deputy Health Officer-Administration, who leads the Community Health, Planning, and Partnerships work and acts as the Public Information Officer and the HIPAA Privacy Officer.

Health Department Administrative Staff:

Linda S. Vail, MPA, Health Officer

Debbie Edokpolo, MSW, Deputy Health Officer-Public Health Services

Joel D. Murr, MPA, Deputy Health Officer-Administration

Anne Scott, MPH, Deputy Health Officer-Executive Director Ingham Community Health Centers

Eric Thelen, MBA, Chief Financial Officer

Adenike Shoyinka, MD, MPH, Medical Director

Priti Pathak, MD, Interim Medical Director-Ingham Community Health Centers

Jessica Yorko, BA, Health Promotion & Prevention Manager

Rod McNeill, MHA, Environmental Health Director

Sumeer Qurashi, MD, MPH Communicable Disease Control Manager

Sally Meyer, MPH, Maternal & Child Health Director

Medical Direction

Adenike Shoyinka, MD, MPH, serves as the Medical Director providing medical direction and support to ICHD's administrative operations. Priti Pathak, MD, is the Interim Medical Director for the Community Health Centers and oversees the Health Center's standing orders and laboratories.

The position of Medical Examiner has been part of the functions of ICHD for many years. Since 2011, the Medical Examiner services for the county have been sub-contracted to Sparrow Hospital and are under the oversight of Michael Markey, MD. Dr. Markey is the Medical Director of Sparrow Forensic Pathology Services and now serves as the Medical Examiner for Ingham County.

DECEMBER 10, 2019 REGULAR MEETING

- [Click here to view the Resolution to Amend the Agreement with Sparrow Hospital for ME Services](#)
- [Click here to view agreement to re-appoint Dr. Michael Markey to the position of Chief Medical Examiner](#)

Department Structure

ICHHD is organized into three overarching branches. One branch is Public Health Services where traditional and contemporary public health activities are located as well as Registration and Enrollment. The second branch is Community Health Center Services, which houses our network of Federally Qualified Health Centers. Community Health, Planning, and Partnerships is the third branch and provides services and programs that bridge both Public Health and Community Health Center services.

The Deputy Health Officer for Public Health Services is Debbie Edokpolo, MSW. Public Health Services contains most of the public health functions that would be found in any other Health Department. There are approximately 127 FTEs working in Public Health Services which has a budget of \$16,855,655 and is divided into four divisions: Health Promotion and Prevention; Environmental Health; Communicable Disease Control; and Maternal and Child Health.

Jessica York, BA, directs the Health Promotion and Prevention division which include the Breast and Cervical Cancer Control Navigation Program (BCCCNP), Pathways to Care, Substance Use Disorder services, and Registration and Enrollment services with a budget of \$2,730,643.

Rod McNeill, MHA, directs the department's Environmental Health division and oversees programs to prevent health and safety issues as they relate to the total environment. It has approximately 21 FTEs working in Public Health Services which has a budget of \$2,510,123.

Environmental Health operates three program areas: Food and Facilities Programs (which includes the food service sanitation program), Land and Water Programs (including the water supply services and on-site sewage programs), and Prevention and Response programs.

Sumeer Qurashi, MD, MPH manages the Communicable Disease Control division which includes Immunizations, the HIV/STI Prevention Program, and the TB/LTBI programs with a budget of \$4,768,172.

Sally Meyer, MPH, directs the Maternal and Child Health Division which includes Children's Special Health Care Services, Family Outreach Services, Native American Outreach Program, Nurse Family Partnership, Strong Start, Healthy Start, Vision and Hearing, Maternal Infant Health Program, Childhood Lead, and Women, Infants, and Children (WIC) with a budget of \$6,846,717.

Anne Scott, MPH, serves as the Deputy Health Officer/Executive Director of the Ingham Community Health Centers. The Ingham Community Health Centers operate the network of Federally Qualified Health Centers described above and the supportive services related to them. The health centers serve approximately 24,000 unduplicated individuals per year with a budget of approximately \$28 million dollars. There are 190 FTEs of County employees, including FTEs directly employed and approximately 38 contractual providers (physicians,

DECEMBER 10, 2019 REGULAR MEETING

dentists, nurse practitioners, and physician assistants). Priti Pathak, is the interim Medical Director for the Health Centers. Dr. Pathak also serves as the director for the clinical laboratories. The Health Centers provide primary care, OB/GYN and pediatric health care services, adolescent health care, infectious disease specialty services as well as adult and pediatric oral health care, and medical services at the Ingham County Jail and Youth Center. Most of those served are people who are eligible for Medicaid; people who do not have health insurance; or people who are enrolled in the Ingham Health Plan. Kelli Zurek, RN, Clinical Services Manager oversees jail and youth center medical within ICHD. The health centers must remain compliant with federal, state, and local funding sources and guidelines.

Joel D. Murr, MPA, serves as the Deputy Health Officer-Administration and oversees ICHD's Community Health, Planning, and Partnerships (CHPP) programs. CHPP works to power data-informed decision-making and to address social determinants of health, while developing partnerships and engaging in planning to promote wellness and health equity throughout Ingham County. Programs include: Community Health Assessment (CHA), Public Health Emergency Preparedness, Environmental Justice, Health Equity and Social Justice, Healthy Communities and AmeriCorps. This branch also oversees ICHD's Public Information, Grants administration, and Information Technology programs that are supported by a team of Analysts and Electronic Health Records trainers.

- [Click here to view ICHD Organizational Chart](#)

Documentation of Approval of Local Health Department (LHD) Plan of Organization

The Ingham County Board of Commissioners approved the Plan of Organization of ICHD on December 10, 2019.

Operating Budget and FTEs for Public Health Services

The annual operating budget of ICHD for 2020 is \$51,914,715 and was approved in the County's General Appropriations Resolution # 19-433. The Public Health Services portion totals \$16,855,655. There are 350.25 full time equivalent positions employed in the Department at this time of which 122 are in the Public Health Services branch. The link below will take you to the controllers recommended budget. Please note the approved 2019 County Budget is not published online at this time but is expected to be out by the time of our 2020 site review. ICHD's budget summary is on page 4-40 of this document. The section outlining FTEs is on page 4-52.

- [Click here to view Controller's Recommended Budget for 2020](#)
- [Click here to view Ingham County 2020 General Appropriations Resolution](#)

DECEMBER 10, 2019 REGULAR MEETING

Information Technology Capacity

The effective use of information technology is a priority for ICHD. Technology at ICHD is supported by Ingham County's Innovation and Technology Department (ITD) and has support staff directly in the ICHD building. There are more than 350 computer users in seven different buildings using a Gigabit fiber backbone between IT and ICHD, and multiple high speed connections reaching out to the remote sites. Every branch uses the enterprise email system. Each division also utilizes specialized applications appropriate to its needs. ICHD began redeveloping its website in 2014 and launched an updated, client-focused design in 2015. In addition, ICHD utilizes social media such as Facebook, Twitter and Instagram to distribute public health information and to gather input from stakeholders.

- In 2011 an Electronic Health Records (EHR) system was implemented as required by the Affordable Care Act. EHR improves service delivery to ICHD clients and allows ICHD Clinical Services to move from paper-based records to a more efficient means of information storage and sharing. ICHD has been implementing EHRs in Public Services Division in the last year. In December 2013, the Board of Commissioners approved the creation of two Electronic Health Specialist positions to assist in the training of the EHR use across the department. In addition, two Health Analysts maintain the EHR system back end, database, and create reports.
- ICHD is a member of the Great Lakes Health Connect (GL-HC). Health Information Exchange GL-HC is a community collaborative developed by and for physicians, employers, academic institutions, hospitals, health plans, community members, public health and community mental health service providers with the support of the State of Michigan and the federal government. GL-HC is committed to the exchange of patient health information through a secure web-based environment, promoting patient safety and improved quality of care and the advancement of research initiatives.
- Financial Services uses the County's MUNIS system to automate financial and personnel administration.
- The Environmental Health division (EH) uses diverse GIS applications to collect and analyze geospatial data including Arc/GIS. It also electronically tracks and stores data regarding EH program inspections in the area of food, water, sanitation, vector issues, permits, complaints and pollution prevention and makes this available to the public over the Internet. EH uses a paperless system for storing and retrieving well and septic reports.
- The Immunization clinic uses the EHR to track immunizations. Records are transferred via the HIE (GL-HC) to the Michigan Care Improvement Registry (MCIR).
- Emergency Preparedness uses the Michigan Health Alert Network, Epi-X, and other applications geared to help prepare and react to emergency events.
- The Communicable Disease Control division also uses MCIR, Epi-X and the Michigan Health Alert Network. It uses the Michigan Disease Surveillance System to receive and update cases of reportable diseases.
- Community Health Assessment (CHA) uses the data collected by each group to report to the community on the overall health of Ingham County. It has also utilized LiveStories,

DECEMBER 10, 2019 REGULAR MEETING

Policy Map, Arc/GIS and tableau to access public health and related data and visualize it in a format that the public and other audiences can use. The CHA group also uses SAS, SPSS, and Stata software to analyze public health data.

Laptops, tablets and smartphones are used by staff on the Department's wireless network and when they are out in the community. Leadership team members utilize mobile technology to be more available to their staff or to be more accessible during an emergency.

The Innovation and Technology Department performs the backup and disaster recovery procedures. Backups happen nightly and are stored in multiple locations. Servers are in limited access secured rooms and all workstations lock after a period of time. ITD uses multiple firewalls, anti-virus software, and spam filtering software to help reduce potential risks to data and infrastructure. Employees are given a Technology Use Policy and Computer Security Policy to help ensure IT security.

- [Click here to view Use of County Resources \(Including IT\) Policy](#)
[Accounting and Auditing](#)

Documents related to department finances are attached below: the 2018 Comprehensive Annual Financial Report (produced at the end of each fiscal year when all audits are complete); the Ingham County Single Audit. The attached documents detail findings and Ingham County's response/corrective action addressing those findings.

ICHHD did not have any significant issues or other findings that required corrective action.

- [Click here to view Ingham County 2018 Comprehensive Annual Report](#)
- [Click here to view Ingham County Single Audit 2017](#)

MISSION, VISION, AND VALUES

ICHHD regularly shares its mission, vision, and values with stakeholders and employees through its website, annual report, and on-site signage. As part of a strategic planning process for the department for 2017-2020, ICHHD worked with a consultant, Mary Kushion, in late 2016 to evaluate and update the department's existing mission, vision, and values. Prior to October 2016, ICHHD's Mission Statement reflected the Department's statutory responsibilities and authority derived from the Public Health Code, while the updated mission serves to provide a succinct description to which the public can more closely relate. ICHHD's administration reviewed the existing Mission, Vision, and Values as part of its strategic planning process for 2020-2022 and chose to leave it unaltered.

DECEMBER 10, 2019 REGULAR MEETING

Mission

Prior to October 2016

The ICHD has the statutory responsibility to protect and promote the public's health. The Department shall administer programs to prevent and control environmental hazards, prevent and control disease and prevent and control health problems in vulnerable populations. The Department will assess and monitor the health status of Ingham County, identify major health problems, and develop strategies through a community based process to achieve the highest level of health possible for Ingham County residents.

Adopted October 2016

To protect, improve, and advocate for the health and well-being of our community by identifying and advancing the conditions under which all people can achieve optimum health.

Vision

Excellence in health and well-being for all, honoring our diverse community.

Core Values

We frequently refer to the Core Values in describing how we want to relate to our clients and each other. The Core Values are displayed prominently on the website, in social media, and in public and work areas of all the Department's facilities. The values are:

Health Equity & Social Justice: *We improve the health of the entire community by working toward a fair and just distribution of the social opportunities needed to achieve well-being, challenging inequities and barriers to social, economic, and environmental opportunity.*

Respect for Others: *We see the value of all people, and express this through respectful attention to their unique strengths and challenges.*

Service Excellence: *We are here to serve people to the best of our ability, seeing beyond our own needs to meet theirs.*

DECEMBER 10, 2019 REGULAR MEETING

Accountability: *We are accountable for the quality, integrity and validity of our work.*

Continuous Mutual Learning: *We are committed to learning through the experience and insight of others.*

Innovation: *We seek new approaches and progressive solutions to problems, embracing change and accepting reasonable risk*

The Mission Statement, Vision and Core Values are publicized on ICHD's website and in other documents including the strategic plan.

- [Click here to view ICHD's website](#)
- [Click here to view ICHD's 2017-19 Strategic Plan](#)

LOCAL PLANNING AND COLLABORATION INITIATIVES

Priorities

Community Priorities

Beginning in 2011, ICHD, in conjunction with Barry-Eaton District Health Department, Mid-Michigan District Health Department, Sparrow Health System, McLaren Greater Lansing, Hayes Green Beach Hospital, and Eaton Rapids Medical Center, conducted a community health assessment- Healthy!Capital Counties- that included Clinton, Eaton, and Ingham Counties. This regional community health assessment, although it encompasses three counties, contained county and sub-county level statistics. In 2017, the aforementioned organizations, participated in a third cycle of community health assessment and published an updated Community Health Assessment in 2018. The community strategic priorities (generated with community and institutional input) developed as a result of that assessment are:

- a. Access to Health*
- b. Behavioral Health*
- c. Chronic Disease Prevention and Management*
- d. Obesity Prevention*
- e. Financial Stability and Economic Mobility*

Community Health Improvement Plans (CHIP) based upon Cycles 2 and 3 of Healthy Capital Counties

Cycle 2 of Healthy! Capital Counties resulted in a Community Health Improvement Plan to address the priority areas identified by the community.

- [Click here for the Cycle 2 CHIP](#)

Cycle 3 of Healthy! Capital Counties created an updated CHIP based upon its priorities rooted in data from the Community Health Assessment Healthy! Capital Counties 2018 report. The community was invited to join ICHD in developing, sharing, implementing and improving the

DECEMBER 10, 2019 REGULAR MEETING

plan over the next three years. The Plan uses the Human Ecological Model that recognizes that community improvements should be addressed at various levels along the human ecological spectrum. Therefore, stakeholder representation and strategies are best if they recognize and include all these levels.

This CHIP was developed for 2019-2022 following a ceremony for H!CC findings, an asset mapping process and prioritization for the capital region of Clinton, Eaton and Ingham counties. Priorities for this cycle are similar to the previous cycle and include: 1) Access to Health, 2) Behavioral Health, 3) Chronic Disease, 4) Obesity, and 5) Financial Stability and Economic Mobility. The plan recognizes that everyone's contribution is important to help advance and monitor the implementation of the plan.

This is the second iteration of a coordinated effort at community health improvement planning, following the CHIP process in 2016 and the final implementation update on the previous cycle. In this round the planning process was weaved into the regional assessment more tightly with a regional steering committee to determine community assets, identify priorities, then develop common goals and objectives. Some strategies included in this plan are also regional in nature and others are more specific to Ingham County or a neighborhood within. Monitoring of implementation will follow a similar process as the last cycle with tracking the progress twice a year and interim reporting. The community at large will be informed about the interim updates through a presentation.

Description of Process

Planning for this cycle of the CHIP process was initiated in the last cycle of the Community Health Assessment process with a health equity approach. Stakeholders from the tri-county region were engaged during the assessment and reviewed the findings from quantitative, qualitative and asset mapping data. Then a special event was organized to prioritize the issues for the next Community Health Improvement (CHI) planning phase. The priority areas identified in this cycle are:

- Access to Health
- Behavioral Health
- Chronic Disease Prevention and Management
- Obesity Prevention
- Financial Stability and Economic Mobility

For this cycle it was decided by the CHA steering committee that a closer tie and organic transition from the CHA to the CHIP would allow community stakeholders to better understand

DECEMBER 10, 2019 REGULAR MEETING

how the two projects are seamlessly connected. It would also cut back on costs of duplication in meetings for stakeholders who work at a regional jurisdiction level.

The CHI planning committee was formed in March 2019 with public health department members of the CHA Steering committee from Clinton, Eaton and Ingham counties. The planning committee reviewed the proposed human ecological model to use for this CHIP and generated draft goals and objectives for each priority area, then developed a list of stakeholders. The planning committee decided to recruit participants from various sectors and position levels in the human ecology spectrum. Broad participation of community partners was important to ensure that health improvement strategies would have a broad support to be implemented. Eventbrite and other social media tools were used to announce the first steering committee meeting for this CHIP cycle which was held in May 20th, 2019.

The purpose of the meeting was to introduce stakeholders to the CHA-CHI process, generate enthusiasm about the accomplishments from the previous CHIP cycle, then have a group discussion to validate or give feedback to the planning committee on drafted goals and objectives. The groups were assigned according to priority areas and participants were asked to choose the group they felt they could mostly contribute to. A scoping discussion followed to determine current community strategies that address the priority area for the group and initiate potential new partnerships to further the impact of strategies. The meeting ended with group facilitators sharing table discussion summaries and asking partners to sign in to a follow up meeting when partners who are developing specific strategies for this CHIP cycle would come back to review all the strategies gathered from stakeholders and assess the gaps and timeline.

Since the May and June meetings at ICHD, some hospital partners have completed their design of a similar planning process and shared it to be incorporated into the county level reports since they will be working at the tri-county level.

- [Click here for the Cycle 3 CHIP](#)

County Priorities

Since 1993 the work of Ingham County Government has been guided by a strategic plan reviewed by the Board of Commissioners. As part of the planning process, ICHD provides input to the Controller's Office. The Commissioners accept or modify the recommendations and incorporate them in the Strategic Plan. Commissioners use the plan to guide appropriations, budgetary and personnel decisions. The plan contains the County's mission and vision statement and 14 overarching, long-term objectives. Those long-term objectives are:

DECEMBER 10, 2019 REGULAR MEETING

1. *Enhancing Access to County Records;*
2. *Providing a Quality Transportation System, including Roads;*
3. *Providing a suitable and ecologically sensitive drainage system*
4. *Providing Recreational Opportunities;*
5. *Fostering Economic Well-Being;*
6. *Promoting Environmental Protection, Smart Growth, and Conservation;*
7. *Preventing and Controlling Disease;*
8. *Promoting Accessible Health Care;*
9. *Assisting in Meeting Basic Needs;*
10. *Fostering Appropriate Youth Development;*
11. *Supporting Public Safety;*
12. *Assuring Fair and Efficient Judicial Processing;*
13. *Providing Appropriate Evidence-Based Sanctions for Adult Offenders; and*
14. *Providing Appropriate Evidence-Based Treatment and Sanctions for At-Risk Juveniles.*

Four of the 14 objectives in the Strategic Plan are directly related to public health.

- Promote environmental protection, smart growth, and conservation. Develop and implement strategies for fostering appropriate land use and protecting natural resources, such as implementation of a Purchase of Development Rights program, the County's commitment to the Cool Counties Climate Stabilization Goal, and other strategies being recommended by the Tri-County Growth Study Project. Develop and implement green building strategies for existing and new County facilities.
 - Public health services that support this objective include the Pollution Prevention Program, SARA Title III Local Emergency Planning Committee, well and septic programs, wellhead protection, recycling projects; medication disposal; developing and expanding tools to facilitate the use of health impact assessments among local municipalities; our ongoing support of the Capital Area Health Alliance in its work of engaging and encouraging local businesses and organizations to adopt business practices more conducive to health; and our continued collaboration with the Land Use and Health Resource Team.
- Prevent and control disease. The health of the community will be enhanced by assuring that the capacity exists to monitor the existence of communicable diseases and potential outbreaks and to conduct prevention activities such as education and immunizations.
 - Public health services that support this goal include: the work of Communicable Disease Control, Immunizations, the Lead Prevention Program, Breast and Cervical Cancer Control and Navigation, the Tobacco Control, HIV/STI prevention, tuberculosis control and Environmental Health Programs such as sanitation, vector control, food safety and indoor air quality.
- Assure accessible health care. An increase in Medicaid eligible individuals, as a result of the Affordable Care Act (ACA), has offered the opportunity for ICHD's Community Health Center Network to increase its proportion of Medicaid enrollees. Consequently, the CHC has had to expand its capacity in order to take full advantage of this opportunity. The patient centered

DECEMBER 10, 2019 REGULAR MEETING

medical home status (PCMH) of our community health centers ensures a high level of communication and interaction between our providers and the clients we serve.

- Services that support this goal include: opening the New Hope, Birch Health Center, Relocating River Oak Health Center, and Forest Health Center; our school-based health centers; mobile clinic partnerships with Sparrow Health; and our CHCs that have obtained PCMH status.
- Assist in meeting basic needs. In conjunction with state, local, and nongovernmental resources, the ability of individuals to obtain support for meeting basic needs will be enhanced.
 - Public Health services addressing this goal include dental care, adolescent health services, WIC, Pathways, and Registration and Enrollment.
- Foster appropriate youth development. Intervention programs on behalf of youths and families which serve as an alternative to violence and emphasize adolescent health and opportunity will be enhanced.
 - Public Health Services addressed by this goal include adolescent health services, Strong Start/Healthy Start's Fatherhood Initiative, and Family Outreach Services.

- [Click here to view 2018-22 Ingham County Strategic Plan](#)

ICHD's 2017-2019 Strategic Plan

Background

Under the direction of the Health Officer, the department's leadership team identified the need to have a strategic plan in place to inform and guide their activities for the foreseeable future. They also desire to submit their application to the Public Health Accreditation Board (PHAB) to become nationally accredited. One of the 3 pre-requisites for the PHAB application is a department-specific strategic plan and as such, in July of 2016, the Ingham County Health Department embarked on its strategic planning process.

The Strategic Planning Process

We held our first planning session on July 14, 2016 with the health department's leadership team. During the initial session, which was facilitated by an outside consultant, the team received an overview of the strategic planning process, learned what the Public Health Accreditation Board's requirements are for a strategic plan and reviewed the proposed plan development timeline. Various documents were reviewed in preparation for the initial meeting and included the following:

- Annual Reports (2013, 2014 and 2015)
- ICHD Mission/Vision and Values

DECEMBER 10, 2019 REGULAR MEETING

- ICHD Activity Indicators
- ICHD Performance Measures
- Controller's Annual Request
- CHIP Core Groups
- Ingham County Health Center's Homeless Needs Assessment
- Ingham County Strategic Plan (2016 Working Draft)

The leadership team reviewed its mission and vision statements. The agency's mission statement, being relatively new, was not amended, but the group worked to review and revise its vision statement. The team also conducted a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis. (See Table 1) As a result of the SWOT analysis and documentation review, the team, through an affinity diagram process, came up with the initial 5 strategic directions:

- Communication
- Information Technology
- Workforce Development
- Funding
- Culture and Vision

Also, it should be noted that the Community Health Center Network is included in the strategic planning process, but also has a requirement to conduct a strategic planning process with its board of directors as required by the federal government. To address the primary care needs of the medically underserved residents of Ingham County, ICHD formed the Community Health Care Services unit in the 1970s. This unit is home to the Ingham Community Health Centers (IHC), which operate primary care centers in locations throughout the City of Lansing. ICHD was the first public-entity administered FQHC in the state. IHC services are designed and coordinated to serve the area's most vulnerable populations. It also stands as a testimony to the Health Department and the community's commitment to improve health, reduce health disparities, and address a multitude of significant health and social issues, including access to quality health care. (Source: Performance Measures for the Health Department)

DECEMBER 10, 2019 REGULAR MEETING

Alignment with Ingham County Health Department Plans

Connection to the Healthy! Capital Counties Health Improvement Plan

As previously mentioned, the Ingham County Health Department is an active participant in the Healthy! Capital Counties project which is convened and co-facilitated by three local health departments (Ingham County Health Department, Barry-Eaton District Health Department and Mid-Michigan District Health Department). The Community Health Improvement Plan (CHIP) from Cycle 2 of Healthy! Capital Counties currently had 4 priority areas: Access to Primary Care, Quality Health Care, Chronic Illness, Mental Health, and Financial Stability.

ICHHD had responsibilities in 4 of the priority areas and although we do not have a primary role or responsibility to implement the strategies for the Mental Health priority area, we serve a supportive role through collaborative efforts with Community Mental Health and through the Community Health Center's Behavioral Health Services.

The specific responsibilities assigned to the ICHHD within the CHIP are included in the strategic plan and are identified by notation.

Connection to Quality Improvement, Workforce Development and Performance Management

As a governmental public health agency accountable to the local and state authorities, but also to the taxpayers, it is important to be good stewards and to utilize our resources as effective and efficient as possible. The strategic plan outlines our process to improve and enhance our operations.

The agency's QI Committee works with agency staff and provides assistance with identified quality improvement initiatives. We will consistently monitor our progress and identify opportunities for quality improvement initiatives. The strategic plan is the foundation for our performance management system which is monitored through our internal performance dashboard. We have already identified opportunities for QI initiatives at the outset of our plan. We recognize additional QI opportunities will present themselves as the strategic plan's activities such as surveys and improvement efforts are identified.

The strategic plan has devoted one of its strategic directions to Workforce Development and we are making it a priority to develop and implement our Workforce Development Plan.

DECEMBER 10, 2019 REGULAR MEETING

The “Admin + Division Directors Team” will oversee the implementation, monitoring, and revisions of the strategic plan and is committed to sharing the progress, barriers and successes with our staff, our stakeholders, and our constituents.

- [Click here for ICHD’s 2017-2019 Strategic Plan](#)

Priority Projects

Each long-term objective related to public health in Ingham County’s Strategic Plan can be linked with specific activity areas. These activities are listed below:

Promote Environmental Protection, Smart Growth, and Conservation.

- a. Toxicology Programs – This program includes radon testing, mercury spill response, residential indoor and outdoor air testing, clandestine drug laboratory response, sites of environmental contamination evaluation, and issues of other potential polluting materials.
- b. Food and Facilities Programs – A Food Safety Program is involved with conducting inspections of restaurants, temporary food services, and vending machines and handling consumer complaints. Food handlers receive educational classes and information. Inspections are also done for day care centers, adult foster care homes, mobile home parks, campgrounds, tattoo parlors, and swimming pools.
- c. Land and Water Programs – These programs involve private water supply systems, on-site septic systems, vacant land evaluations, private home transfer evaluations, evaluations for remodeling, wells, surface water monitoring, and sanitary complaints. Private home transfers come under the new Point of Sale (POS) program.
- d. Prevention and Response Programs – These programs include pollution incident prevention plans, SARA III-Community Right to Know, solid waste management, recycling, plan review for new businesses, hazardous waste inspections, household hazardous collections, Emergency Management Planning and Response and the Community Surface Water Monitoring Program.
- e. Land Use and Health Resource Team (LUHRT) - LUHRT contributed to the establishment of a food policy council in this region, and passage of several complete streets policies. ICHD employees continue to support Safe Routes to School projects and ICHD’s Healthy Communities Coordinator works to institutionalize a health impact assessment (HIA) (called the Health in All project) process by developing an online decision making tool for planners.

Prevent and Control Disease

- a. Communicable Disease Control – The Disease Control Office is charged with the responsibility for surveillance, epidemiological investigation, and prevention and control of communicable diseases in Ingham County. The tuberculosis (TB)

DECEMBER 10, 2019 REGULAR MEETING

prevention and control program activities are part of the Communicable Disease Control Division.

- b. HIV/STI Prevention, Control, and Care Program – ICHD’s HIV/STI program is a comprehensive, integrated, and multifaceted program focused on preventing the transmission of sexually transmitted infections (STIs), particularly HIV. Primary prevention, education, individual risk reduction, counseling, and testing are provided at no cost to county residents. Ongoing STI education is provided to department staff, schools, college students, health care workers, faith based groups, and employees at worksites.
- c. Lead Prevention Program –We continue to provide case management utilizing public health nursing and environmental screening follow-up to children identified with elevated blood lead levels. ICHD partners with Refugee Development Center to reach refugee families to educate them about childhood lead.
- d. Immunization Clinic – Immunization program activities include routine childhood and adult vaccines, administering Vaccines for Children (VFC) and MI-VFC programs, administering the School Immunization Reporting System (SIRS), educating private providers on immunization practices and vaccine storage and handling, operating a mass immunization campaign for influenza, providing immunizations in the event of a disease outbreak, providing international travelers with health information and vaccines and regional coordination of vaccination clinics as needed.

Assure Accessible Health Care

The goal of our entire health center network is to assure accessible healthcare. To meet the needs of the community, different health centers target different barriers or hard to reach populations in order to improve accessibility. All of our centers provide services to people regardless of financial means and immigration status, but some centers focus on additional barriers. BIRCH Health Center is located in the main office of Community Mental Health Agency of Clinton, Eaton, and Ingham (CMHA-CEI) so that persons with moderate to severe mental health problems can obtain primary care without traveling to another site. At Forest Community Health Center we host CMHA-CEI providers to serve persons with mild to moderate mental health problems in the place where they receive their primary care. Forest Community Health Center houses a Dental Clinic. Cedar Community Health Center-Pediatrics and Cedar Community Health Center Women's Health are located in the same building with other popular maternal and child health programs (i.e. WIC and Immunizations). Our school-based health centers and free-standing teen centers offer health services to teen and young adults in a convenient and familiar setting.

DECEMBER 10, 2019 REGULAR MEETING

- a. River Oak Community Health Center opened in August of 2015 and offers the following services: Adult and Child Healthcare, Internal medicine, Preventive Care, Disease Management, Women's Health, Behavioral Health Counseling, Substance Abuse Screening, Nutrition Counseling, Immunizations, Community Resource Support, Pharmacy Assistance, and a Mobile Bus to serve the homeless. River Oak Community Health Center received level 3 recognition as a Patient Centered Medical Home (PCMH). PCMH status has allowed our Community Health Center (CHC) network to provide a wider range of support services to its patients including social work, access to patient records through an electronic patient portal, and on-going communications with patients through newsletters, emails, etc. In addition, this practice model includes staff dedicated to quality assurance and improvement. River Oak providers relocated to Forest Community Health Center in Fall 2019.
- b. The Mobile Dental Center brings preventive and restorative dental services directly to schools and offers care regardless of insurance status or ability to pay. The program prioritizes rural and low-income schools, but all in-county schools may participate. In 2015, a \$500,000 grant from the Human Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services funded the fully-equipped, accessible bus in addition to other equipment.
 - a. Public Health Nursing - public health nurses provide a variety of services and activities within the community including disease prevention and outbreak control, education, case management and care coordination, and dissemination of community resources.
 - b. Pathways to Care: Pathways to Care is a home visiting program staffed by Community Health Workers who assist Medicaid-eligible, adult community members in overcoming obstacles related to accessing necessary care. The purpose of the program is to support clients to live longer, healthier lives by improving their access to preventive health services covered by Medicaid. Community Health Workers serve as liaisons between clients, community, and medical and social service systems to streamline health care services. Pathways to Care benefits clients by:
 - Enhancing participants' ability to communicate effectively with healthcare providers
 - Providing culturally and linguistically appropriate health information and resources
 - Advocating for individual and community health
 - Providing referral and follow-up services
 - Care coordination
 - c. Breast and Cervical Cancer Control Navigation Program (BCCCNP): BCCCNP provides breast and cervical cancer screening, diagnosis, treatment and system navigation at no cost to women who qualify. Both breast and cervical cancers are highly treatable if detected early. Nevertheless, many women, particularly women of low economic status, die unnecessarily because of these cancers. BCCCNP is now able to provide

DECEMBER 10, 2019 REGULAR MEETING

services to women under 40 who are in need of diagnostic screening and treatment services.

- d. Registration and Enrollment (R&E): R&E staff assess the eligibility of families and individuals and assists them in applying for a variety of health programs including:

- Healthy Kids program
- MIChild health insurance program
- Healthy Michigan Plan
- Maternal Outpatient Medical Services (MOMS)
- Breast & Cervical Cancer Control Navigation Program (BCCCNP)
- Ingham Health Plan (IHP)
- Ingham County Prescription Discount Card

ICHD is a certified navigator organization assisting consumers with health coverage options available through the marketplace.

- e. Maternal & Child Health Services –

- i. *Strong Start, Healthy Start*: ICHD is an affiliate of the national Healthy Start Initiative. This grant program is to improve perinatal health outcomes and reduce racial and ethnic disparities in perinatal health outcomes. The Ingham County Strong Start Healthy Start initiative uses community-based approaches to service delivery, and facilitates access to comprehensive health and social services for women, infants, and their families.
- ii. *Nurse Family Partnership*: Nurse-Family Partnership helps vulnerable first-time mothers and their babies. Through ongoing home visits (until the child is two years old) from registered nurses, mothers receive the care and support they need to have a healthy pregnancy, provide responsible and competent care to their infants and toddlers, and become more economically self-sufficient.
- iii. *Maternal Infant Health Program (MIHP)*: Support and education is offered to mothers in their homes, and transportation to medical visits is provided. Additionally, advocates link women to other community resources and supports to prepare them for the birth of their child.
- iv. *Children's Special Health Care Services* - The program provides in home intensive case management for medically fragile children who receive private duty nursing care in the home. These services enable children to remain in their own homes and out of the most costly acute or long term care settings.

Assist with Meeting Basic Needs

- a. Maternal & Child Health Services –

- i. *Strong Start, Healthy Start*: (referred to in above section)
- ii. *Nurse Family Partnership*: (referred to in above section)
- iii. *Family Outreach Service*: Family Outreach Services (FOS) is one of the home visiting programs of the Public Health Services Division the program uses non-medical public health professionals (called Advocates) to assist families in their psycho-social needs.
- iv. *Maternal Infant Health Program (MIHP)*: (referred to in above section)

DECEMBER 10, 2019 REGULAR MEETING

- v. *Women, Infants, and Children (WIC) Program* - The principal goal of the WIC program is to eliminate nutritional deficiency as a contributing factor in neonatal death, low birth weight, and other significant health problems of children and pregnant or breastfeeding mothers. Clients are eligible for the program for several reasons including poor diet, low iron, weight abnormality, and other risks as defined by the State WIC Office.
- b. Social supports in the Community Health Centers: Social workers and Community Health Workers are embedded within the clinical settings and connect patients and clients to resources to meet their basic needs including food and shelter.

Foster Appropriate Youth Development

- a. School –Based Health Centers: School-based health centers (SBHCs) are primary care clinics based on school campuses and represent a partnership between the school district and ICHD. ICHD operates two SBHC in two local high schools:
 - i. Eastern Health Center
 - ii. Sexton Health Center
- b. Hearing and Vision Screening Program: The goal of the hearing program is to prevent childhood hearing loss or to initiate steps to alleviate and reduce the trauma of hearing loss. The goal of the vision program is to promote eye health of children and the specified populations through prevention, identification, treatment, and health education. The technicians who conduct the screenings are trained and regularly evaluated by the Michigan Department of Health and Human Services to assure that the tests are administered properly. Children who do not pass the hearing or vision screening tests are referred for evaluation to a physician or optometrist. Families who need assistance with the securing of hearing aids, other adaptive equipment, or eyeglasses are referred to the appropriate community resource.
- c. Willow Health Center – This service addresses the health needs of Ingham County adolescents with an emphasis on pregnancy prevention, reducing infant mortality and providing screening and counseling for youth at risk.

Community Partnerships and Collaborative Efforts

Community Partnerships

DECEMBER 10, 2019 REGULAR MEETING

To accomplish its mission of protecting and promoting public health, ICHD works with many groups and organizations in the community. Health outreach partners identify uninsured residents and assist those who are eligible with enrollment in Medicaid, insurance plans, or other benefit programs such as the Ingham Health Plan. They also help those they serve to establish a medical home of their choosing and to use the coverage available to them for basic primary and preventive care. Outreach partners also connect residents with other useful services and resources while helping strengthen social connections in neighborhoods. Outreach Partners with ICHD include:

- [Allen Neighborhood Center](#)
- [Capital Area Community Services](#)
- [Care Free Medical Clinic](#)
- [Cristo Rey Community Center](#)
- [Family & Community Development Services](#)
- [Northwest Initiative](#)
- [Southside Community Coalition](#)
- [St. Vincent Catholic Charities](#)

ICHD collaborated with a variety of local and regional groups and organizations that are engaged in protecting the health and safety of mid-Michigan residents and creating a healthy living environment. These organizations include:

- a. **Mobile Health Clinic:** In 2016, ICHD began partnering with Sparrow and Dean Transportation to provide the Lansing-area's only Mobile Health Clinic, going on location to residents to provide free basic health services. The mobile clinic, housed in a bus renovated by Dean Transportation, is open to anyone and provides adult and childhood immunizations, flu shots, education, referrals, diabetes checks, and screenings for blood pressure, cholesterol, lead, glucose, and much more.
- b. **Healthy Lifestyles Committee** – Part of the [Capital Area Health Alliance \(CAHA\)](#), the goal of the Healthy Lifestyles Committee is to promote healthy behaviors and thus reduce illness. Another goal is to encourage residents to "Choose Health".
- c. **[Ingham Substance Abuse Prevention Coalition \(ISAPC\)](#)** – is dedicated to reducing the harm caused by addiction and substance abuse in Ingham County. ISAPC is made up of a broad array of community stakeholders, assesses the needs of specific populations at highest risk of substance use/abuse, shares relevant local data, prioritizes needs, and plans implementation of evidence-based strategies to prevent and reduce substance use/abuse.
- d. ***The Land Use and Health Resource Team*** is a collaborative effort in the tri-county area involving planners, university faculty, business, and public health. The purpose of the LUHRT is to educate and engage the community on the impact of the built environment on health and facilitate positive urban policy and environment changes.

DECEMBER 10, 2019 REGULAR MEETING

- e. *Power of We Consortium (PWC)* – ICHD is part of the Power of We Consortium (PWC) staffed by the Capital Area United Way, an inclusive planning and implementation multi-purpose collaborative body of over 250 human services, non-profit, governmental, faith-based, and business sector stakeholders that promote systems reform in Ingham County. The PWC is often referred to as a “community collaborative” or a “network of networks” and capitalizes on the power of social capital (such as trust, civic involvement, and connection) and diversity to achieve positive results for the community.
- f. *Social Justice Project* - Through the Social Justice Project, Ingham County is participating in national efforts to transform public health practice by moving its focus “upstream” toward the root causes of health inequity. The Social Justice Project has facilitated both internal and external dialogues to bring the concept of health inequity to the forefront of community improvement efforts. The Department offers internal Health Equity/Social Justice workshops to all employees. In addition, the Department is an active participant in Michigan Power to Thrive a landmark project which partners local public health with community organizers to address the social determinants of health. As the site of a Refugee Resettlement site, the department remains committed to addressing the needs of immigrant populations. As a member of the Immigrant and Refugee Resource Collaborative (IRRC), members of the collaborative have helped improve the provision of English as a second language. Projects such as former grants with Michigan State University have assisted us in understanding the needs of immigrants, refugees, and language minorities in the Capital Area, promote greater understanding, and help improve services, making it possible for these groups to participate fully in our community at all levels. Partnerships with other non-profits such as the Lansing Latino Health Alliance have aided the department in addressing the needs of special populations.

- [Click here to visit Michigan Power to Thrive](#)

Collaborative Efforts

ICHD, in addition to initiating community partnerships, also collaborates in community activities that benefit the health and wellbeing of Ingham County residents. Some of these collaborations include:

- a. *Healthy! Capital Counties* - Healthy! Capital Counties (H!CC) is a regional community health assessment and prioritization project undertaken by the four hospital systems (Sparrow Health Systems, McLaren Greater Lansing, Hayes-Green Beach, and Eaton Rapids Medical Center) and the three local health departments (Barry-Eaton District Health Department, ICHD, and Mid-Michigan District Health Department) serving Clinton, Eaton, and Ingham counties.
- b. *Mid-Michigan Health in All* – Is collaboration between, ICHD, Tri-County Regional Planning Commission, and MSU to develop and encourage the use of health impact assessment tools by local and regional planning commissions in their decision making process. Health impact assessments (HIA) allow planning boards and other

DECEMBER 10, 2019 REGULAR MEETING

entities to evaluate the direct or indirect impact on individual and community health of a proposed project.

- c. *Ingham Opioid Abuse Prevention Initiative*: First convened in early 2015, the Ingham Opioid Abuse Prevention Initiative came together in the wake of a sharp spike in opioid-related deaths in the Greater Lansing area. The cross-sector group includes law enforcement, emergency medical services, local hospitals, treatment facilities, and community groups. They aim to increase understanding of the growing problem of opioid abuse, and ultimately, to decrease the number of overdoses and opioid-related deaths. Ingham County has seen an eight-fold increase in opioid-related deaths since 2006. While the group members were all aware of the local opioid addiction problem prior to the formation of the group, they were not sharing information or collaborating to address the problem. Today, surveillance data is sourced from the group on a monthly basis which allows the work group to make data-driven decisions. The group is currently building public awareness of opioid abuse, examining policy changes, and pursuing additional opportunities for collaboration with syringe services programs.
- d. *BIRCH Health Center* - BIRCH (Building Inter-professional Relationships for Community Health) Health Center is a joint effort between ICHD and Community Mental Health Agency of Clinton, Eaton, and Ingham (CMHA-CEI) to provide medical care to patients who also receive mental health services.
- e. *Ingham County Pathways to Care* – Pathways to Care (PTC) is a program within the Health and Promotion Division of the Ingham County Health Department. This program is modeled after the evidence based Pathways to Better Health program. The purpose for Pathways to Care is to support Medicaid eligible participants to live longer, healthier lives by:
 - Identifying and enrolling participants eligible for Medicaid funded programs
 - Improving access and accessibility to preventive health services covered by Medicaid
 - Serving as a liaison between community, medical and social service systems to streamline health services

SERVICE DELIVERY

Locations and Hours

ICHD's main campus in south Lansing (5303 S. Cedar St., Building #3, 2nd Floor, Lansing, MI 48911) offers traditional public and population health services including Emergency Preparedness, Health Education, Nutrition, Immunizations, WIC, some communicable disease control programs including tuberculosis services, public health nursing including maternal and child health services, and environmental health services including onsite sewage, food service sanitation and pollution prevention programs. Regular office hours are Monday – Friday 8 a.m. to 5 p.m. The Immunization Clinic is open Monday, Tuesday, and Friday 9:30 a.m. to 4:00 p.m., Wednesday 9:30 a.m. to 5:30 p.m., and Thursday 1:00 p.m. to 4:00 p.m. The Immunization

DECEMBER 10, 2019 REGULAR MEETING

Clinic offers appointments for Ingham County residents and limited walk-in appointments are available on a first come first serve basis.

Clinical pediatric services are offered at the main campus (Cedar Community Health Center) through two clinics: Cedar Pediatrics and Women's Health Center. Clinical Services are also offered off campus (Community Health Centers) through the following clinics: The BIRCH Health Center, Eastern Health Center, Forest Health Center, New Hope, River Oak Health Center, Sexton Health Center, and Willow Health Center. The clinics utilize social workers, nutritionists, nurse practitioners, physician assistants and physicians to provide comprehensive primary care services to low income residents, through extended hours described below.

Main Campus:

Cedar Community Health Center-Pediatrics

Human Services Building
5303 S. Cedar St.
Lansing, MI 48911
Phone: 517-887-4305

Hours of Operation

M-Th: 8am-7pm

F: 8am-5pm

Pediatrics provides the following services to children 0-17 years of age and older:

- Primary Pediatric Health Services
- Well Child visits
- Immunization Services
- Sick visits and follow up
- Nutritional Services
- Behavioral Health Services
- On-Site Medical Social Worker

Cedar Community Health Center Women's Health

Human Services Building
5303 S. Cedar St.
Lansing, MI 48911
Phone: 517-887-4320

Hours of Operation

M-Th: 8am-7pm

Friday: 8am-5pm

DECEMBER 10, 2019 REGULAR MEETING

Women's Health provides the following services to women 18 years of age and older:

- Primary care health services
- Prenatal services
- Obstetrics
- Family planning (Title X)
- Maternal Infant Health Program
- Gynecology services including
- Minor surgical procedures
- Pregnancy testing
- Nutritional counseling
- Behavioral health counseling

Off Campus:

BIRCH Health Center

812 E. Jolly Rd.
Suite 112
Lansing, MI 48910
Phone: 517-244-8030

Hours of Operation
M-F 8am-5pm

BIRCH (Building Inter-professional Relationships for Community Health) Health Center is a joint effort between ICHD and Community Mental Health Agency of Clinton, Eaton, and Ingham (CMHA-CEI) to provide medical care to patients who also receive mental health services. The center is a family practice community health center located in the Community Mental Health. The Health Center began operations in April 2013. Birch Health Center is located in the Community Mental Health building on the 1st floor. Birch Health Center provides the following services to adults 18 years of age and older:

- Servicing CMH patients
- General family practice services
- Annual physicals
- Gynecological services
- Minor office procedures
- Behavioral health counseling
- Nutritional services
- Preventative health services

Forest Community Health Center

DECEMBER 10, 2019 REGULAR MEETING

2316 South Cedar Street
Lansing, MI 48910
Phone: 517-887-4302

Hours of Operation
M-Th: 8am-7pm
F: 8am-5pm

Effective September 8, 2019: M-F: 8am-7pm

Forest provides the following services to adults
18 years of age and older:

- Primary care health services
- Preventative services
- Chronic disease management
- Minor office procedures
- Gynecological services
- Specialty referrals
- Ryan White HIV Care Services for adults age 18 and older (16-17 year old upon consultation)
- Case management
- Behavioral health consultation
- Nutrition counseling

Forest provides the following dental services to people of all ages:

- Dental Cleanings
- Dental X-rays
- Dental Fillings
- Tooth Extractions
- Oral Cancer Screenings
- Debridement
- Minor Surgical Procedures
- Mobile Dental Center

Forest Community Pharmacy

Hours of Operation
M-Th: 8:30am-5:30pm
F: 8:30am-5pm

Public Health HIV/STI Services are also located at Forest

New Hope Community Health Center
430 N. Larch St., Suite 1
Lansing, MI 48912

DECEMBER 10, 2019 REGULAR MEETING

Phone: 517-887-4400

Fax: 517-244-7161

Hours of Operation

M-F: 8 am-5 pm

Primary Health Care

After hours clinical advice is available 24 hours a day, 7 days a week for current Health Center patients by calling (517) 244-8060.

Eastern Health Center

220 N. Pennsylvania, Room 112

Lansing, MI 48912

Phone: 517-244-8014

Hours of Operation

M-F 7am-4pm

Eastern Health Center is located in the Eastern High School building on the 1st floor. Eastern Health Center provides the following services for students at Eastern High School and all students in the Lansing School District:

- Primary medical care
- Treatment of minor illnesses
- Treatment of minor injuries
- Physicals
 - Sports, camp, and work
 - Well visits
- Immunizations, including flu shots
- Chronic disease management
 - Asthma
 - Diabetes
- Hearing/Vision screenings
- Referrals for specialty care
- HIV counseling and testing
- Pregnancy tests
- Sexually Transmitted Infection
 - Diagnosis
 - Treatment

DECEMBER 10, 2019 REGULAR MEETING

- Mental health screenings
- Crisis intervention
- Counseling
- Case management
- Referrals for additional mental health services

Sexton Health Center

102 S. McPherson Ave.

Lansing, MI 48915

Phone: 517-244-8041

Hours of Operation

M-F 7am-4pm

Sexton Health Center is located in the Sexton High School building. Sexton Health Center provides the following services for students at Sexton High School and all students in the Lansing School District:

- Primary medical care
- Treatment of minor illnesses
- Treatment of minor injuries
- Physicals
 - Sports, camp, and work
 - Well visits
- Immunizations, including flu shots
- Chronic disease management
- Asthma
- Diabetes
- Hearing/Vision screenings
- Referrals for specialty care
- HIV counseling and testing
- Pregnancy tests
- Sexually Transmitted Infection
 - Diagnosis
 - Treatment
- Mental health screenings
- Crisis intervention
- Counseling
- Case management
- Referrals for additional mental health services

DECEMBER 10, 2019 REGULAR MEETING

Willow Health Center

306 W. Willow St
Lansing, MI 48906
Phone: 517-702-3500

Hours of Operation

M-Th: 10am-7pm

F: 8am-5pm Willow Health Center is located in the Willow Plaza. Willow Health Center provides the following services to adolescents ages 10-21:

- Primary Medical Care
- Treatment of Minor/Chronic Illnesses
- Physicals (school, sports, work, and yearly)
- Health Education (every visit)
- Immunizations
- Counseling Services
- Referrals to Agencies and Services Within the Community
- Birth Control Options
- Contraceptive Supplies
- Emergency Contraception
- HIV Counseling and Testing
- Physical Exam
- Pregnancy Testing
- Sexually Transmitted Infection Checks

REPORTING AND EVALUATION

Evaluation

Ingham County government is extremely concerned about accounting for the work of its employees. As mentioned in section 4B of the Plan of Organization, each long-term objective in Ingham County's Strategic Plan has specific activities associated to it. The County has developed metrics it calls activity indicators, which it uses to benchmark the performance of ICHD and other County units. The Board of Commissioners and the Controller's Office require ICHD to develop activity indicators in every area of its work, to report annually on them, and to forecast future levels of activity. Over the years ICHD has incorporated the some of its activity indicators into its annual report so that those indicators would be available, not just to the Controller and the Board of Commissioners, but the public, department employees, and anyone exposed to the annual report.

Many of the evaluative methods involve presumptive associations or activities correlated to outcome measures. Additionally, performance monitoring systems that generate feedback to the County Commissioners and ICHD on public health activities are important activities.

DECEMBER 10, 2019 REGULAR MEETING

Performance Management Activities

The Quality Improvement Committee is responsible for performance management activities for Public Health Services and Community Health Planning and Partnerships/Administration. Ingham County Health Department (ICHHD) has collected data on Performance Measures and Activity Indicators since 2008. Each of the four Public Health Services (PHS) divisions and Administration/Community Health, Planning, and Partnerships (CHPP) has collected the information and reported it on an annual basis to the department's governing entity, the Ingham County Board of Commissioners (BOC), through the Controller's Office and the department's annual report.

Performance Standards

Beginning in 2018, ICHHD created formal Quality Improvement and Performance Management Plans for the Public Health Services and Community Health, Planning, and Partnerships branches that charge the Quality Improvement (QI) Committee to implement its Performance Management System. One key task for this group is to monitor the achievement of organizational objectives. The QI Committee monitors progress on the activities that support Ingham County's strategic plan, the department's strategic plan, and the Community Health Improvement Plan (CHIP) developed from the 2015 and 2018 Healthy! Capital Counties Community Health Assessments. These three documents contain the department's performance standards, including goals, targets and indicators.

Performance Measurement

The Performance Management System utilizes dashboard reports to measure the progress of internal performance standards and measures for Ingham County's and ICHHD's strategic plans, as well as determine the need for policy or program changes. The PHS Division Directors collect data for their programs in dashboards. This is the same information that they have traditionally reported up to the Board of Commissioners through the Controller's Office as part of the budget creation process. They report the relevant data to administrative support staff who populate dashboards. This data informs progress on Ingham County's strategic plan for reporting to members of the QI Committee, ICHHD administration, and the Board of Commissioners. Progress on ICHHD's strategic plan is reported to the Deputy Health Officer-Administration by the champions for each area that are identified in the plan. Progress on the CHIP is collected from the responsible parties identified in the CHIP by the Health Analyst-Healthy Communities.

DECEMBER 10, 2019 REGULAR MEETING

Progress Reporting

The QI Committee is responsible for analyzing data related to performance standards and measures for Ingham County's strategic plan. The group looks at annual trends for data for each of the performance standards and measures as well as trends for quarterly updates of the data throughout the year. Results are recorded in the minutes of the QI Committee meetings and recorded on the shared drive. The members of the QI Committee will share the reports with the Administrative team as necessary, but at least annually. The Deputy Health Officer-Administration or the champions identified in the plan shares progress on the department's strategic plan at least quarterly to the Leadership Team. Progress on the department's strategic plan is included in the annual report. The annual report is shared with employees, stakeholders and the Board of Commissioners. The Health Analyst-Healthy Communities reports on progress on the CHIP to stakeholders, CHIP participants, and the QI Committee annually. They also share the report with the Power of We Consortium.

Quality Improvement

The QI Committee reviews performance measures from the PHS and CHPP/Admin branches. Performance measures that are not at or above their pre-determined targets are investigated further, and resulting information used to develop QI priorities. These priorities are then communicated to solicit or prioritize QI projects related to those priorities.

ICHD continues to strive to translate a variety of quality improvement activities conducted over the past decade into a formalized and institutionalized strategy. The department endeavors to create a sustainable culture of quality improvement, and has a Quality Improvement Committee drawn from the Leadership team and frontline staff; this team is responsible for raising the competence of ICHD staff on quality improvement techniques (e.g. Model for Improvement, the 5 Why's, process mapping, etc.) as well as serve as a resource for staff wanting to conduct quality improvement activities.

Communication

ICHD employs health communication, risk communication, social marketing and public relations strategies to promote health across Ingham County. In 2014 ICHD hired a full time Health Communications Specialist. This has allowed the Department to plan and focus its communication activities. It has also allowed staff to develop communication-based interventions and messaging based upon behavioral and social learning theories to positively influence the health behaviors and health beliefs of county residents. To reach county

DECEMBER 10, 2019 REGULAR MEETING

residents, ICHD engages in strategic communications, which include paid and earned media across digital and traditional platforms, to support ICHD's mission, goals and objectives, strategic plan and community health needs assessment. ICHD analyzes and solicits data via survey tools and focus groups to inform communication strategies (formative evaluation) and evaluates the overall outcomes of communications through social media and web metrics in addition to measuring health outcomes (summative evaluation).

Infographics

Chickenpox: <http://hd.ingham.org/portals/hd/Images/cd/Chickenpox.jpg>

Pertussis: <http://hd.ingham.org/portals/hd/Images/cd/Pertussis.jpg>

Early Childhood: <http://hd.ingham.org/Portals/HD/Images/MCH/GLBFInfoGraphic.pdf>

Billboards/Campaigns

Marijuana Harm Reduction Campaign "Weed Facts":

<http://hd.ingham.org/SeekingCare/SubstanceUse/Marijuana.aspx>

Hepatitis A Billboards and Printed Materials:

<http://hd.ingham.org/DepartmentalDirectory/CommunicableDisease/HepatitisA.aspx>

Reporting

ICHD utilizes a number of different mediums to communicate to the Community and the Board of Commissioners on the health status of the community and its activities. Below is a list of various types of communication techniques and our information dissemination activities in each.

Large meetings (e.g. town hall meetings)

- Healthy! Capital Counties (H!CC) community prioritization activities
- Capital Area Health Alliance meetings
- CMH-CEI's Elected and Appointed Officials Luncheon

Small meetings (e.g. department meetings)

- Quarterly Brown Bags meetings
- Leadership Team Assembly
- Board of Commissioners meetings
- Human Service Committee meetings
- Meeting with various community partners
- Board of Health meetings

DECEMBER 10, 2019 REGULAR MEETING

- *Annual report:* The Department releases annual reports. These reports are distributed widely in the Community and are also presented to the Board of Commissioners. The annual report provides detailed information about each of the activity areas described in the Services section, Part 5 of the Plan of Organization, and also reports on some of the activity indicators. In addition the annual report informs the community about Health Department services and how to access them. Although these documents are available online, we find that distributing printed documents is still an effective means of communication, so we still do a small print run.
- [Click here for 2016 Annual Report](#)
- [Click here for 2017 Annual Report](#)
- [Click here for 2018 Annual Report](#)

E-mail

- *In Good Health:* This is a monthly informational departmental newsletter that is sent out to all departmental staff.
- *Data Book:* recognizing that not all health information or demographic information is available in the Behavioral Risk Factor Survey Report and that information is also essential to health policy decisions, planning, and grant development, we have developed another statistical resource document for community stakeholders and county officials: the Data Book. The Data Book provides information on demographic, mortality, pregnancy, natality adult and child health data for residents of Ingham County. It is available online and is updated as new information for each topic becomes available.
 - [Click here to view Data Book](#)
- *Healthy! Capital Counties:* Healthy! Capital Counties is a regional collaborative community health assessment involving four local hospital systems and three local health departments. The intent of Healthy! Capital Counties is: to conduct a common community health assessment; develop common community priorities; and have the priorities guide community health improvement activities in Clinton, Eaton, and Ingham counties. All documents related to Healthy! Capital Counties are online on the project's website.
 - [Click here to view the Healthy! Capital Counties Community Health Profile](#)

Internet and Social Media

- *Social Media:* ICHD maintains Facebook, Twitter, and Instagram accounts that it uses to engage the entire community. These tools can play a critical in public health practice. For example, Facebook played a critical role in data collection in February 2016 during a

DECEMBER 10, 2019 REGULAR MEETING

Norovirus outbreak at the Kellogg Hotel and Conference Center. Via Facebook we were able to disseminate information about the outbreak and direct people who may have visited the Kellogg Center at the time to an online survey to collect information about the outbreak.

- [Click here to view ICHD Facebook page](#)
 - [Click here to view ICHD Twitter page](#)
 - [Click here to view the ICHD Instagram page](#)
- ICHD Website: ICHD is continuing to update its website in order to make it more accessible to the community. The architecture was revised to improve search functions and usability for county residents.
 - [Click here to view ICHD website](#)

HEALTH OFFICER AND MEDICAL DIRECTOR

Procedure for Appointment

The Health Officer is appointed by the Ingham County Board of Commissioners. After a national search conducted by the Human Resources Department of Ingham County, finalists are interviewed by a selection committee from the Board of Commissioners. After ranking the candidates, the selection committee makes a final recommendation to the full Board.

The Health Officer submits qualifications for the Medical Director to MDHHS prior to their appointment. MDHHS verifies that the Health Officer and Medical Director meet the minimum qualifications established in the Administrative code.

- [Click here to view resolution appointing Linda Vail as Health Officer](#)

Correspondence Regarding Appointment

1. Health Officer:

- [Click here to view letter approving the appointment of Linda Vail as Health Officer](#)

2. Medical Director:

- [Click here to view letter approving the appointment of Dr. Shoyinka as Medical Director.](#)

LOCAL HEALTH DEPARTMENT (LHD)
PLAN OF ORGANIZATION**APPROVAL FORM**

This approval form is to be signed by the Health Officer and the chairperson of your agency's local governing entity. Completion of this form is required and submitted to MDHHS with the LHD Plan of Organization. If this Plan of Organization or the Health Officer changes subsequent to submission to the MDHHS Office of Local Health Services, this approval form must be re-signed by the appropriate local authorities referenced herein and re-filed with the MDHHS Office of Local Health Services.

I have reviewed the Plan of Organization for INGHAM COUNTY HEALTH DEPARTMENT.

(insert local health department name)

The Plan and related documentation accurately reflect the organization of services and programs for the area served by the local health department. We affirm this Plan, as submitted, fulfills all the requirements set forth in the LHD Plan of Organization Guide.

Health Officer Name: Linda S. Vail, MPA

Health Officer Signature: _____

Date: _____

Local Governing Entity Chairperson Name: Commissioner Bryan Crenshaw

Local Governing Entity Name: Ingham County Board of Commissioners

Mailing Address: P.O. Box 319, Mason, MI 48854

Chairperson Signature: _____

Date: _____

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 34**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO INCREASE POSITION #601053 COMMUNITY HEALTH REP II
FROM .75 FTE TO 1.0 FTE**

RESOLUTION # 19 – 549

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Position #601053 .75 Community Health Rep II/UAW Tops (\$24,786.72 – 29,508.00), to a 1.0 FTE Community Health Rep II/UAW Tops (\$33,048.96 - \$39,344.00), effective January 1, 2020; and

WHEREAS, the additional .25 FTE will provide added support to the Ingham Community Health Centers (IHC) administration and will be covered by the Community Health Center operating fund; and

WHEREAS, the additional costs of the .25 FTE are estimated at \$13,438 based on FY '20 Personnel/Fringes Costs; and

WHEREAS, this amendment is supported by both the UAW and the employee in the position; and

WHEREAS, the IHC Board of Directors supports amending Position #601053 Community Health Rep II from .75 FTE to 1.0 FTE effective January 1, 2020; and

WHEREAS, the Health Officer supports amending Position #601053 Community Health Rep II from .75 FTE to 1.0 FTE effective January 1, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Position #601053 Community Health Rep II from .75 FTE (\$24,786.72 – 29,508.00) to 1.0 FTE (\$33,048.96 - \$39,344.00) effective January 1, 2020.

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Sebolt **Approved 12/02/2019**

COUNTY SERVICES: Yeas: Celentino, Stivers, Grebner, Sebolt, Koenig, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 12/03/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A HEALTH SERVICES MILLAGE CONTRACT WITH THE
INGHAM HEALTH PLAN CORPORATION (IHPC)**

RESOLUTION # 19 – 550

WHEREAS, Ingham County has an objective to assure access to appropriate levels of health care for Ingham County residents, with a goal of having all residents participating in an organized system of health care; and

WHEREAS, in November 2012, the electorate approved a countywide health services millage level of 52/100 (.52) of one mill for a period of three years (2012-2014) to be used for the purpose of providing basic health care services to Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and whose individual income is less than \$28,000 and who do not have medical insurance; and

WHEREAS, in November 2014, the electorate approved a renewal of the millage to ensure that the current level of service can still be provided; and

WHEREAS, IHPC provides an organized system of medical benefits utilized by county residents who are not eligible for Medicaid and do not have medical insurance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with IHPC which authorizes the County to pay IHPC an amount not to exceed \$1,958,634 annually for the expenses incurred for providing a defined system of medical benefits consistent with the ballot language of the Health Services Millage.

BE IT FURTHER RESOLVED, that for the time period January 1, 2020 through December 31, 2020 the County shall reimburse IHPC by monthly invoice for medical, pharmacy, dental, and detox services as set forth in Attachments A and B.

BE IT FURTHER RESOLVED, that the annual not to exceed amount of \$1,958,634 includes administrative costs, which will be capped at 15% of medical expenses paid to IHPC, with the administrative costs requested to be reimbursed by the County listed clearly on each monthly invoice.

BE IT FURTHER RESOLVED, that administrative costs include, but are not limited to: third party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc.

BE IT FURTHER RESOLVED, that IHPC invoices will be submitted in a consistent format that is agreed upon by both the IHPC and the Ingham County Controller/Administrator.

DECEMBER 10, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that any additional services that IHPC wishes to be reimbursed for beyond what is in the attached scope of services must be approved by the Ingham County Board of Commissioners as an amendment to the contract.

BE IT FURTHER RESOLVED, that the Ingham Health Plan Corporation shall appoint a representative put forth by the Ingham County Board of Commissioners to its Board of Directors.

BE IT FURTHER RESOLVED, that Ingham County reserves the right to make requests of IHPC for data that includes enrollment figures, financial reports, and other information and IHPC is obligated to provide the requested data in a timely manner.

BE IT FURTHER RESOLVED, that the Ingham Health Plan Corporation shall be subject to regular review of member eligibility and expenses relative to this contract to ensure compliance with the contract and with the Health Services Millage ballot language.

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Sebolt **Approved 12/02/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING



COVERED SERVICES

PLAN B MEDICAL COVERAGE

Physician, Physician Assistant, and Nurse Practitioner Services

Office visit Copay: \$5.00

Covered when provided by the member's Primary Care Physician or provided by a Specialty Care Physician. Services must be provided in an office or outpatient setting.

- Office visits
- Annual physical exams, including breast exams, pap smears, and screening tests
- Administration of immunizations (vaccine serums not covered)
- Administration of injections
- Allergy testing and serums
- Administration of allergy extract
- Anesthesia services
- Injectable antibiotic serums (all other injectable drugs not covered)
- Diagnostic and treatment services
- Immunizations
- Oral Surgery
- Ophthalmology services provided by an Ophthalmologist or Optometrist (must be related acute or chronic medical condition)
- Podiatry services
- Physical Therapy visits (6 per year)
- Radiation therapy
- Surgery
- Observation and Inpatient hospital daily visits (CPT 99221-99239 only)

Outpatient Hospital Services

Copay: \$0.00

Covered when ordered by the member's PCP or specialist physician to whom the enrollee is appropriately referred and medically necessary

- Anesthesia
- Diabetes education
- Radiation therapy
- Practitioner charges related to diagnostic testing and treatment services/no facility fee
- Practitioner charges related to outpatient surgeries/no facility fee
- Physical Therapy (6 visits per year)

DECEMBER 10, 2019 REGULAR MEETING

Urgent Care Services

Copay: \$5.00

Covered for after-hours, non-emergency medical conditions that need to be treated before a PCP appointment can be scheduled

- Urgent care visits (facility charged not covered)
- Administration of immunizations (serum not covered- exception flu vaccine)
- Administration of injections (serum not covered- exception antibiotics)

Laboratory Services

Copay: \$0.00

Covered when ordered and/or authorized in advance by the enrollee's PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary.

Radiology Services

Copay: \$0.00

Covered for diagnosis and treatment purposes when ordered and/or authorized in advance by the enrollee's PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary

- Diagnostic x-rays
- CT scans
- Mammograms
- MRI scans
- PET scans

Medical Supplies

Copay: \$0.00

Covered with a valid prescription when ordered by the member's PCP or specialist physician and medically necessary.

- Glucose monitors
- Medical supplies other than gradient surgical garments, formulas and feeding supplies, oxygen and related supplies, and supplies related to any non covered durable medical equipment item
- Syringes, test strips, and lancets Available through member's Pharmacy Benefit.
- Limited wrist and knee orthotics

Pharmacy

Copay: \$5.00 (Generic)/\$10.00 (Brand)

- IHP formulary medications filled at a IHP participating pharmacy
- Diabetic supplies (insulin syringes, lancets, and test strips)

DECEMBER 10, 2019 REGULAR MEETING

PLAN B DENTAL COVERAGE

Covered Services*	Member Copay**
Cleanings	No
Preventative Exams	No
X-rays	No
Filings	Yes, for some fillings (See Member Copayment Schedule for amount)
Crowns	Yes (See Member Copayment Schedule for amount)
Root Canals	Yes (See Member Copayment Schedule for amount)
Bridges & Dentures	Yes (See Member Copayment Schedule for amount)

* For a list of your covered dental services and copay, see the EPO Member Copayment Schedule and certificate.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH THE COMMUNITY MENTAL HEALTH
AUTHORITY OF CLINTON, EATON AND INGHAM COUNTIES (CMH)
FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES**

RESOLUTION # 19 – 551

WHEREAS, the State of Michigan dramatically reduced State General Fund payments to CMH in fiscal year 2015; and

WHEREAS, the cut eliminated 67% of the State General Fund dollars to the CMH system; and

WHEREAS, these cuts continue to cause ongoing fiscal and service gaps for CMH; and

WHEREAS, in November 2014 the electorate renewed a countywide health services millage level of 52/100 (.52) of one mill for a period of five years (2015-2019) to be used for the purpose of providing basic health care services to Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and whose individual income is less than \$28,000 and who do not have medical insurance; and

WHEREAS, CMH has submitted a proposal to Ingham County to use Health Services Millage dollars to fund essential services and alleviate the cut in State General Fund dollars; and

WHEREAS, funds from the health services millage are allocated in the County's 2020 budget for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$1,371,722 with CMH for services provided to Ingham County residents for the period of October 1, 2019 through September 30, 2020.

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

BE IT FURTHER RESOLVED, that funds will be utilized by CMH for Health Services Millage eligible services as provided in the attached proposal.

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

DECEMBER 10, 2019 REGULAR MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Sebolt **Approved 12/02/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties

Proposal for the continued use of Ingham County Health Services Millage to close gaps in Ingham County's behavioral health care system

FY2020

Summary of proposal: This proposal requests the continuation of Ingham County Health Services Millage funding, to the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI), to support a comprehensive package of behavioral healthcare services designed to address of the most pressing behavioral healthcare needs in the Ingham County community.

Context and Need: Following the significant State General Fund reduction (2/3 of the funds formerly provided to CMHA-CEI) and the implementation of the Healthy Michigan Plan in 2015, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) realized growing service gaps resulting from significantly lower State General Fund dollars. While some of these gaps have been reduced through Ingham County Millage Funding and other federal, state, and local sources that CMHA-CEI has pursued, they persist and at the same time, community need for behavioral health services continues to increase.

These gaps include:

- Individuals who are uninsured which must be covered by scarce state general fund dollars or local dollars within CMHA-CEI's budget in order to maintain in service.
- Individuals with "spend down" Medicaid eligibility, which means they become eligible for Medicaid benefits only after meeting a large monthly spend-down amount.
- Those with severe, chronic and urgent specialized mental health treatment needs (crisis stabilization, community living supports or skill-building services, residential care, case management, etc..) not covered by any other coverage plan.

Proposed Essential Services to close gaps in Ingham County:

DECEMBER 10, 2019 REGULAR MEETING

Crisis Services: The community's free-standing (outside of hospital grounds) 24/7 Psychiatric Crisis Services and Inpatient Pre-Screening Unit: This unit provides around-the-clock access to highly trained behavioral health clinicians who provide: crisis intervention, psychiatric inpatient pre-screening (and funding authorization), short-term stabilization, diversion to appropriate levels of care, housing assistance, and linkages to needed services to adults, children, and adolescents. In effort to meet the growing need for crisis stabilization services in our service area and to reduce the need for scarce psychiatric hospital placements in situational crisis, CMHA-CEI has expanded adult and youth Urgent Care Services as part of the Crisis Services continuum, launched youth mobile crisis available 24/7 and initiated adult mobile crisis services. These services provide immediate intensive support to individuals and families in order to intervene, stabilize, and connect them to longer term resources for ongoing care.

The community's Assessment and Referral Team: This unit provides a full bio-psychosocial assessment and a comprehensive behavioral health and ancillary treatment, supports, and referral plan (using person-centered planning methods) for adults who are uninsured.

The community's urgent care and intensive home-based treatment program for at-risk children, youth, and their families: This program works to improve the ability of children and youth, with serious emotional disturbance, to function better at home, in school, in the community, and with peers by providing - primarily in the home, school, and workplace of the families enrolled in this program (with some services provided at CMHA-CEI offices) - family and individual psychotherapy, psychiatry, nursing, parenting skills, crisis therapeutic respite services, training and coaching, school liaison services, and referral network linkages.

A spectrum of community-based treatment teams for vulnerable populations: These multidisciplinary teams, made up of mental health therapists/case managers, psychiatrists, nurses, mental health workers/consumer services specialists, and peer support specialists, provide psychotherapy, psychiatry, nursing, and a range of supports to **adults in a variety of settings with very high levels of mental health needs, those enrolled in a specialized older adult program, and adults with intellectual/developmental disabilities.**

Psychiatric care and outpatient therapy for children and adults with moderate mental health needs: This community has long experienced a significant and growing gap in the availability of office-based outpatient psychotherapy for children, adolescents and

DECEMBER 10, 2019 REGULAR MEETING

adults. These services (along with CMHA-CEI's 24/7 psychiatric crisis services unit) provide the community's mental health safety net.

Psychiatric inpatient care: CMHA-CEI pays all psychiatric inpatient claims on all uninsured individuals admitted to psychiatric inpatient facilities. Given that these claims are paid with State General Fund dollars and given the dramatic cut in this CMH's State General Fund revenues, **CMHA-CEI has limited funds to pay these psychiatric inpatient costs** and others previously funded by State General Fund dollars.

Cost of proposed services in FY2020:	\$ 1,371,722
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Estimated number of Ingham County residents meeting the millage criteria who will be served: 2,000* Please note, the number of residents served with funds are variable from year to year based on the intensity of eligible individual's service needs and the cost of those services.
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FY 19 Summary of Services:

In total in FY19 CMHA-CEI served 9,240 Ingham County Residents and Ingham County Millage dollars were used to help support services for 2,189 eligible Ingham County residents*. The table below provides an overview of services, costs, and numbers of Ingham County residents served utilizing Ingham County Millage dollars in FY 19.

Category	Amount	Individuals*
24/7 Psychiatric Crisis Services and Inpatient Screening		
Crisis Intervention	\$43,306.22	76
Transportation	\$5,315.20	9
Assessment and Treatment Planning		

DECEMBER 10, 2019 REGULAR MEETING

Category	Amount	Individuals*
Assessments	\$192,395.30	216
Treatment Planning	\$1,899.78	7
Recovery Support Services	\$67.68	2
Community-Based Mental Health Treatment and Supports		
Assertive Community Treatment (ACT)	\$88,618.41	38
Clubhouse Psychosocial Rehabilitation Programs	\$25,327.84	26
Nursing Facility Mental Health Monitoring	\$41,095.84	33
Peer Directed & Operated Support Services	\$7,897.38	42
Targeted Case Management	\$294,747.74	381
Therapy (mental health)	\$26,127.42	62
Families Forward Children's Services		
Home Based Services	\$25,741.50	23
Respite	\$3,312.21	4
Wraparound Services	\$8,251.04	2
Community Services for Developmentally Disabled		
Community Living Supports	\$528,209.15	246
Health Services	\$19,648.97	37
Supports Coordination	\$3,556.03	11

DECEMBER 10, 2019 REGULAR MEETING

Category	Amount	Individuals*
Personal Care in Licensed Specialized Residential Setting	\$33,505.34	133
Skill Building Assistance	\$68,970.92	69
Housing Assistance	\$34,164.25	3
Supported Employment Services	\$1,345.92	11
Psychiatric and Residential Care		
Medication	\$8,573.34	6
Medication Administration	\$15,827.22	23
Medication Review	\$12,279.67	40
Residential Services	\$201,935.00	417
Room and Board	\$59,878.72	281
Total (Oct. 2018-Sept. 2019)	\$1,754,458.31**	2,189*

*Individuals may be duplicate if receiving services in multiple categories

**Expenses beyond Millage Allocation covered by CMHA-CEI funds during this period.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 37**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF GRANT FUNDS FROM BLUE CROSS
BLUE SHIELD OF MICHIGAN AND AUTHORIZE AN AGREEMENT WITH
SPARROW HOSPITAL**

RESOLUTION # 19 – 552

WHEREAS, Ingham County Health Department (ICHD) wishes to accept grant funds from Blue Cross Blue Shield of Michigan (BCBSM) in the amount of \$74,695.00, and wishes to enter into an agreement with Sparrow Hospital for providing Perinatal-Medication Assisted Therapy (P-MAT) services to pregnant women effective January 1, 2020 through June 30, 2021; and

WHEREAS, the Bridging the Gaps: Mobile Healthcare Unit Grant will be used to provide Perinatal-Medication Assisted Therapy (P-MAT) services to pregnant woman who are suffering from Opioid Use Disorder; and

WHEREAS, ICHD will serve as the fiduciary for these grant funds; and

WHEREAS, Sparrow Hospital will provide a mobile unit to improve access to P-MAT in the Region 7 area, which includes, Ingham, Clinton, and Eaton counties; and

WHEREAS, standard of care recommends that if a patient is already prescribed methadone when they become pregnant, the patient should remain on methadone; and

WHEREAS, methadone is only prescribed and dispensed at specific locations separate from where prenatal care is available; and

WHEREAS, improving access to both MAT and prenatal care for this vulnerable population will improve outcomes for women and children; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes the acceptance of the Bridging the Gaps grant funds where ICHD will serve as the fiduciary, and authorizes ICHD to enter into an agreement with Sparrow Hospital to support a mobile health unit providing P-MAT services to pregnant women suffering from Opioid Use Disorder, effective January 1, 2020 through June 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of the Bridging the Gaps grant funds where ICHD will serve as the fiduciary, and authorizes an agreement with Sparrow Hospital to support a mobile health unit providing P-MAT services to pregnant women suffering from Opioid Use Disorder, effective January 1, 2020 through June 30, 2021.

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

DECEMBER 10, 2019 REGULAR MEETING

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

HUMAN SERVICES: Yeas: Tennis, Trubac, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Sebolt **Approved 12/02/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2019
AGENDA ITEM NO. 38**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE MONTH TO MONTH LEASE EXTENSION FOR
306 W. WILLOW STREET**

RESOLUTION # 19 – 553

WHEREAS, Ingham County has maintained a lease for the property at 306 W. Willow St, Lansing Michigan for the operation of Willow Community Health Center, as authorized through Resolution #14-518, which is set to expire December 31, 2019; and

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) is seeking a month-to-month lease extension for the 306 W. Willow St., Lansing location for the operation of Willow Community Health Center; and

WHEREAS, The Ingham Community Health Center Board has determined not to enter another 5 year lease for this location, and determined that the adolescent health services currently provided at the 306 W. Willow locations shall be permanently relocated to the River Oak Community Health Center location, at 1115 S. Pennsylvania Ave, Lansing; and

WHEREAS, The 1115 S. Pennsylvania Ave location is more proximal to Lansing School District's largest high school (Everett) and on a direct bus line, which is more accessible to underserved target population; and

WHEREAS, the timeline that Women's Health Services was scheduled to temporarily operate at the 1115 S. Pennsylvania location during renovations at the Human Service Building (HSB) has extended into March of 2020; and

WHEREAS, a month-to- month extension of the lease for the 306 W. Willow location is required until Women's Health is back at HSB and 1115 S. Pennsylvania Ave will be available; and

WHEREAS, the terms of the current lease agreement state that by holdover or mutually agreed amendment, the sum paid per month during the extended period beyond the expiration date of the lease shall be the same as monthly amounts paid for the period of January 1, 2019 to December 31, 2019, plus any percentage of increase of the Consumer Price Index during the preceding five (5) years, but not to exceed an increase of ten percent (10%); and

WHEREAS, the hold over lease rate for January 1 through April 30, 2020 would be an amount not to exceed \$5843.75 per month for the 7500 square feet of clinic space and \$106.33 per month for the 400 square feet of storage space; and

DECEMBER 10, 2019 REGULAR MEETING

WHEREAS, the Ingham Community Health Center Board and the Health Officer support the terms of a extended month to month lease for the 306 W. Willow location.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an extension of the terms of the lease agreement with Nick Yono for the 306 W. Willow, Lansing location on a month-to-month basis for the months of January 1, ~~2019~~ **2020** through April 30, ~~2019~~ **2020** for an amount not to exceed \$5843.75/month for the 7500 square feet of clinic space and \$106.33/month for the 400 square feet of storage space.

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

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

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

Nays: None **Absent:** Sebolt **Approved 12/02/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 39**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENTS WITH WAYNE CHILDREN'S HEALTHCARE
ACCESS PROGRAM TO ACT AS THE FIDUCIARY/PAYEE FOR AGENCY FUNDING**

RESOLUTION # 19 – 554

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Wayne Children's Healthcare Access Program (WCHAP) to act as the Medicaid Outreach Match Partner; and

WHEREAS, ICHD has partnered with WCHAP since 2014, acting as a Medicaid Match Partner whereby WCHAP offers a pediatric medical home implementation program now in its ninth year; and

WHEREAS, WCHAP coordinates an integrated system of early childhood support services that is voluntary, accessible, and culturally competent for families with children who are on Medicaid or are Medicaid eligible; and

WHEREAS, WCHAP provides this service through a variety of avenues including telephone consultation, education, transportation, home visits, interpretation services, and asthma case management services; and

WHEREAS, WCHAP sustainability is dependent upon receiving Medicaid Outreach Matching funds; and

WHEREAS, this agreement will be effective October 1, 2019 through September 30, 2020; and

WHEREAS, as the fiduciary/payee of the WCHAP funds, ICHD will:

1. Receive funds from WCHAP up to \$658,749
2. Set up a system to provide an initial payment to WCHAP and subsequent reimbursements
3. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds
4. Perform on-site monitoring of WCHAP
5. Forward any required reports as provided by WCHAP; and

WHEREAS, WCHAP will:

1. Provide quarterly financial reports of all expenses
2. Provide quarterly reports for Medicaid Outreach
3. Keep ICHD up-to-date on any changes in funding; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize the acceptance of funds up to \$658,749, from WCHAP for ICHD to act as its fiduciary/payee for the period of October 1, 2019 through September 30, 2020.

DECEMBER 10, 2019 REGULAR MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds from WCHAP up to \$658,749 Medicaid Match Partner for the period of October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that ICHD will retain a 10% administrative fee of the total funds received during the duration of this agreement including the Medicaid Match funds.

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

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

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

Nays: None **Absent:** Sebolt **Approved 12/02/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 40**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CAPTURERX

RESOLUTION # 19 – 555

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with NEC Networks, LLC dba CaptureRX effective July 1, 2019 through June 30, 2020 with an auto-annual renewal; and

WHEREAS, CaptureRX provides third party administrative services under the 340B drug program; and

WHEREAS, this agreement was previously authorized by Resolution #16-309 which states the 340B program requires a wholesaler to provide the 340B drugs used in the program; and

WHEREAS, the 340B drug program generates savings by allowing patients to obtain eligible prescriptions at the lowest possible cost and allowing ICHD to generate revenue by purchasing program drugs at Federally mandated pricing which is substantially lower than retail pricing; and

WHEREAS, the cost of the service is taken from the transaction savings which is collected from processed claims on prescriptions collected from commercial insurance payers; and

WHEREAS, only funds collected as part of this agreement will be required to pay any expenses related to the program; and

WHEREAS, fees shall be deducted from the 340B transactions, and shall never exceed the total savings, thus there is always a revenue benefit to the terms of this agreement; and

WHEREAS, the fees deducted shall be as follows: 340B Third Party Administration Fee; \$6.50 per 340B approved claim; License Fee; \$250.00 per payment batch; Settlement Fee; \$250.00 per payment batch; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with NEC Networks, LLC dba CaptureRX effective July 1, 2019 through June 30, 2020 with an auto-annual renewal; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with NEC Networks, LLC dba CaptureRX effective July 1, 2019 through June 30, 2020 with an auto-annual renewal.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with NEC Networks, LLC dba CaptureRX to provide third party administrative services under the 340B drug program effective July 1, 2019 through June 30, 2020.

DECEMBER 10, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that this agreement will automatically renew on an annual basis.

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

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

Nays: None **Absent:** Sebolt **Approved 12/02/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 41**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING RESOLUTION #16-309 WITH NEC NETWORKS, LLC dba CAPTURERX, FOR 340B PRESCRIPTION THIRD PARTY ADMINISTRATOR AND RESOLUTION #19-247 TO RITE AID CORPORATION FOR 340B PRESCRIPTION DRUG SERVICES TO INCLUDE MCKESSON CORPORATION AS 340B DRUG WHOLESALE

RESOLUTION # 19 – 556

WHEREAS, Ingham County entered into an agreement with NEC Networks, LLC dba CaptureRX for 340b prescription third party administrator services; and

WHEREAS, Ingham County entered into an agreement with Rite Aid Corporation (RAC) for 340b prescription drug services; and

WHEREAS, both NEC Networks, LLC dba Capture RX and Rite Aid Corporation (RAC) use McKesson Corporation as their 340b drug wholesaler; and

WHEREAS, the 340b program requires medication replacement through a wholesaler selected by the contract pharmacy; and

WHEREAS, no savings (revenue) can be generated without a corresponding agreement with a wholesaler; and

WHEREAS, ICHD requests entering into an agreement with McKesson Corporation as the drug wholesaler for the 340b drugs for CaptureRX and Rite Aid Corporation (RAC); and

WHEREAS, McKesson Corporation requires a customer credit application and bank account EFT authorization to be completed.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement which will allow McKesson Corporation to become a 340b drug wholesaler for CaptureRX and Rite Aid Corporation (RAC), effective upon approval of this resolution.

BE IT FURTHER RESOLVED, that Ingham County Health Department will provide McKesson Corporation with a credit application and bank account EFT authorization.

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 Ingham County Board of Commissioners authorizes the Board Chairperson to sign the agreement after it is approved as to form by the County Attorney.

DECEMBER 10, 2019 REGULAR MEETING

HUMAN SERVICES: Yeas: Tennis, Trubac, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** Sebolt **Approved 12/02/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 42**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING OFF-SEASON FEES FOR THE INGHAM COUNTY FAIR

RESOLUTION # 19 – 557

WHEREAS, the Ingham County Fairgrounds plans to host off-season events managed by Fairgrounds staff; and

WHEREAS, the first of these events is set to occur in February 2020; and

WHEREAS, there is not a current fee structure for such events; and

WHEREAS, it is necessary to establish fees for admission and vendors; and

WHEREAS, that the Ingham County Fair wishes to impose a fee not to exceed \$10.00 per person for public admission to off-season events managed by Fairgrounds staff; and

WHEREAS, that the Ingham County Fair wishes to impose a fee not to exceed \$350.00 per vendor selling goods or promoting services at off-season events managed by Fairgrounds staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Fairgrounds to impose fees not to exceed \$10.00 per person for admission and not to exceed \$350.00 per vendor.

BE IT FURTHER RESOLVED, that these event fees will be effective for events held from January 1, 2020 through December 31, 2020.

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

Nays: None **Absent:** Sebolt **Approved 12/02/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 43**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING BRYCE ALFORD AS THE RECIPIENT OF THE
MICHIGAN A.P.C.O. 2019 RADIO FREQUENCY TECHNOLOGIST OF THE YEAR AWARD**

RESOLUTION # 19 – 558

WHEREAS, the Michigan Chapter of Association of Public-Safety Communications Officials (APCO) has awarded their 2019 Radio Frequency Technologist of the year award to Ingham County 9-1-1 employee Bryce Alford; and

WHEREAS, Bryce was nominated for his exemplary performance, commitment to Ingham County, and knowledge of our radio system; and

WHEREAS, Bryce was described in the submission for this award by his Manager, “We are in the process of putting in a new radio system. We are moving from our Harris radio system to the State radio system. Bryce has been through a similar process before when we went to the Harris system. His knowledge and prior experience is invaluable in helping us navigate any pitfalls. He has taken the lead in helping to find storage facilities for our new equipment, negotiate new tower lease agreements, working with the tower owners, working with vendors, and being that point of contact when questions arise.”; and

WHEREAS, Bryce has served the communities here in Ingham County for 36 years; Bryce has been with the Ingham County 9-1-1 Center since June of 2012; and

WHEREAS, prior to that, Bryce was a sworn officer of the Ingham County Sheriff’s Office and retired from that department at the rank of Lieutenant; and

WHEREAS, Bryce was presented his award at the APCO Annual Meeting in Frankenmuth, October 17th, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners congratulates Bryce Alford as the recipient of the 2019 Michigan APCO, Radio Frequency Technologist of the year award and joins the 9-1-1 Center staff and members of APCO in applauding Bryce for his exemplary service to Ingham County.

BE IT FURTHER RESOLVED, that the Board extends its sincere appreciation to Bryce for his expertise and commitment to Ingham County.

DECEMBER 10, 2019 REGULAR MEETING

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 12/05/2019**

Commissioner Koenig moved to adopt the resolution. Commissioner Naeyaert supported the motion.

The motion carried unanimously. Absent: Commissioner Tennis.

Commissioner Koenig presented the resolution to Bryce Alford.

Commissioner Koenig stated that, as some of the Commissioners know, the County is moving to a new radio system. She further stated that Bryce had been through this before and his knowledge and prior experience had been invaluable.

Commissioner Koenig stated that he had been helping the county avoid pitfalls and that he had helped to find storage facilities for our equipment and that he had negotiated new tower lease agreements. She further stated that he had been the point of contact when problems arise.

Commissioner Koenig continued presenting the resolution.

Bryce Alford stated that he wanted to thank the Commission and that he was humbled. He further stated that he was privileged to get this award for technologist.

Mr. Alford stated that he had worked for the board for many years, having started in the Sheriff's office in 1983 and been in his current role for 11 years. He further stated that Commissioner Schafer helped him to find the new storage space and that they were moving along on the new system and he thanked the Commission for their support.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 44**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING THE MEMBERSHIP CRITERIA FOR THE INGHAM COUNTY
INDIGENT DEFENSE SYSTEM COLLABORATIVE COMMITTEE**

RESOLUTION # 19 – 559

WHEREAS, in 2017, as authorized by Resolution 17-075, the Ingham County Board of Commissioners created the Ingham County Indigent Defense System Collaborative Committee to develop and submit a plan that met the minimum statutory standards and a cost analysis to the Michigan Indigent Defense Commission (MIDC) as required by the Indigent Defense Commission Act; and

WHEREAS, the Committee continues to meet in order to address issues and questions related to the implementation of the Ingham County Public Defenders Office; and

WHEREAS, the Committee membership includes the Chair of the Law & Courts Committee of the Ingham County Board of Commissioners; and

WHEREAS, the Committee membership may also include as ex officio members up to two additional members of the Law & Courts Committee; and

WHEREAS, Ingham County Commissioners not serving on the Law & Courts Committee may wish to serve on the Ingham County Indigent Defense System Collaborative Committee.

THEREFORE BE IT RESOLVED, that the ex-officio membership of the Ingham County Board of Commissioners be amended from up to two additional members of the Law & Courts Committee, to up to two additional member of the Board of Commissioners.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 12/05/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**DECEMBER 10, 2019
AGENDA ITEM NO. 45**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADJUST STAFFING AT INGHAM COUNTY ANIMAL CONTROL
AND SHELTER**

RESOLUTION # 19 –

WHEREAS, since the conversion of the Deputy Director – Animal Control to the Animal Care Manager, it has been challenging to provide necessary oversight to the enforcement portion of the Animal Control Department; and

WHEREAS, the reinstatement of the Animal Control Officer – Field Supervisor eliminated as part of the 2010 budget is being ~~recommened~~ **recommended**; and

WHEREAS, upon approval of this reinstatement, the position would be filled from ~~with~~ **within** the current Animal Control Officers **on staff** through an internal posting; and

WHEREAS, after the selection of the new Animal Control Officer – Field Supervisor, the Lead Animal Control Officer **position** would be eliminated; and

WHEREAS, seasonal animal care help is being recommended for six months of the year, in order to address staffing needs during the busiest months at the shelter; and

WHEREAS, janitorial services have been provided in the past by volunteers, and the additional square footage of the new shelter has made this inadequate; and

WHEREAS, it is being recommended that eight hours per week of janitorial services be provided through a temporary employee from the Facilities Department; and

WHEREAS, the long-term cost of the conversion of the Lead Animal Control Officer to an Animal Control Officer – Field Supervisor would be \$8,696, and the recommended increase to the temporary salaries line item would be \$26,000; and

WHEREAS, funds for these increased costs are available within the Animal Shelter Millage Fund; and

WHEREAS, the affected Union, CCLP Animal Control, has been notified and is supportive of the proposal.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes conversion of the Lead Animal Control Officer (CCLP Animal Control AC-02, plus stipend) to an Animal Control – Field Supervisor position (CCLP Animal Control AC-03).

DECEMBER 10, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that the Animal Control – Field Supervisor position shall be filled internally from the existing Animal Control Officers, and that upon selection of the Animal Control – Field Supervisor, the vacated **Lead** Animal Control Officer position and the Lead Worker Stipend shall be eliminated.

BE IT FURTHER RESOLVED, that the Animal Control temporary salaries line item shall be increased by \$20,000 for seasonal Animal Care staffing and \$6,000 for temporary janitorial staffing.

BE IT FURTHER RESOLVED, that these additional costs will be funded from the Animal Shelter Millage fund.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Trubac, Schafer

Nays: Celentino, Crenshaw, Polsdofer **Absent:** None **Approved 12/05/2019**

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

Nays: None **Absent:** None **Approved 12/03/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Commissioner Koenig moved to adopt the resolution. Commissioner Slaughter supported the motion.

Commissioner Koenig stated that, in this resolution, the Board of Commissioners was creating a field supervisor position and eliminating the lead animal control officer position.

Commissioner Maiville stated that, in light of recently hiring a new director, he suggested that the Board of Commissioners may wish to reconsider this resolution.

Chairperson Crenshaw passed the gavel to Vice Chairperson Sebolt.

Vice Chairperson Sebolt began presiding over the meeting.

Commissioner Crenshaw stated that, in light of the new hire, he believed that the Board of Commissioners should give the new director an opportunity to evaluate the current status and operation of the center before the Commission make changes. He further stated that this came about prior to the Animal Control Director announcing their resignation and that he believed the Board of Commissioners should table the resolution and give the new Animal Control Director a chance to weigh in on.

Commissioner Crenshaw moved to table the resolution until the new director had a chance to evaluate. Commissioner Naeyaert supported the motion.

County Attorney Nordfjord stated that a better motion would be to postpone to a date certain.

DECEMBER 10, 2019 REGULAR MEETING

Chairperson Crenshaw amended the motion to postpone the resolution until the first Board of Commissioners meeting in February. Commissioner Naeyaert supported the motion.

Commissioner Grebner stated that it may be better to refer the resolution to the Law and Courts Committee.

Commissioner Crenshaw stated that he would prefer that they allow her evaluate and report to the Board of Commissioners.

The motion carried unanimously. Absent: Commissioner Tennis.

Chairperson Crenshaw resumed presiding over the meeting.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 47**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE FUNDS TO PURCHASE A NEW TRANSPORT VEHICLE
FOR THE INGHAM COUNTY FAMILY CENTER**

RESOLUTION # 19 – 560

WHEREAS, the Juvenile Division has a fleet of nine vehicles used to transport juveniles to and from the Ingham Academy as well as the Pride evening reporting program; and

WHEREAS, all vans are in a lease agreement with Highfields Inc; and

WHEREAS, one of the nine vehicles was involved in an accident on October 30, 2019 and was totaled by the insurance company; and

WHEREAS, Highfields will be receiving \$17,650.80 from their insurance company for the totaled vehicle and per the lease agreement, will be turning this money over to the County; and

WHEREAS, the Juvenile Division's budget includes a line item for van replacement; and

WHEREAS, the funds deposited in this reserve come from the Child Care Fund's reimbursement for usage of each van, transporting youth to and from community programs; and

WHEREAS, the year end fund balance for this account in 2018 was roughly \$119,939.12; and

WHEREAS, a request is made to purchase a new 2020 Ford Transit XLT Passenger Wagon at a cost not to exceed \$35,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of a new 2020 Ford Transit XLT Passenger Wagon at a cost not to exceed \$35,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary budget transfers from the van replacement reserve in the 2019 Juvenile Division budget.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 12/05/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 48**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR ACCEPTANCE OF THE MICHIGAN DRUG COURT GRANT
PROGRAM FOR THE INGHAM COUNTY FAMILY RECOVERY COURT
(FORMERLY FAMILY DEPENDENCY TREATMENT COURT)**

RESOLUTION # 19 – 561

WHEREAS, on October 7, 2019, the Michigan Supreme Court, State Court Administrator's Office awarded the 30th Judicial Circuit Court-Family Recovery Court \$134,000 through the Michigan Drug Court Grant Program (MDCGP) for Fiscal Year 2020 (October 2019 through September 2020); and

WHEREAS, the Family Recovery Court handles cases involving parents of children petitioned to the Court for abuse and neglect and the parent's primary barrier is substance use; and

WHEREAS, the barriers affected with this grant will include supervision, transportation, rewards and incentives, trauma assessments and treatment, emotional regulation, substance use testing, cognitive behavioral therapy, relapse prevention intervention, substance abuse services, peer recovery coaches, and education and employment assistance; and

WHEREAS, the grant award includes maintaining funding of a ¾ time Family Recovery Court Program Coordinator to complete screenings and intakes of new participants, implement program processes, and coordinate services; and

WHEREAS, the Family Recovery Court Coordinator position has been determined by the Ingham County Human Resources Department to be a ¾ time position with benefits and is a member of the OPEIU and funded for the duration of the grant ending September 30, 2020; and

WHEREAS, the grant award includes maintaining funding for two Special Part-Time Program Assistants to provide supervision, random substance use testing, and transportation of participants after traditional work hours and on weekends; and

WHEREAS, the Family Recovery Court Program Assistant position has been determined by the Ingham County Human Resources Department to be a Special Part-Time position without benefits at a UAW B pay grade and will be funded for the duration of the grant ending September 30, 2020; and

WHEREAS, the Circuit Court Juvenile Division enters into several contracts for treatment, testing and assessments as part of funds received from the Michigan Drug Court Grant Program; and

WHEREAS, the acceptance of this award is recommended to the Ingham County Board of Commissioners in order to enhance the work of the Family Recovery Court.

DECEMBER 10, 2019 REGULAR MEETING

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes accepting a grant award from the Michigan Drug Court Grant Program to the Ingham County Circuit Court's Family Recovery Court for the sum of \$134,000.00 which includes continued employment of a ¾ FRC Coordinator that would be part of the OPEIU, with benefits, and continued employment of two grant funded Special Part-Time FRC Program Assistant positions, at a UAW B pay grade, without benefits, for the period of October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that a grant subcontract with Mid-Michigan Recovery Services (MMRS) is authorized to provide substance abuse assessments, cognitive behavioral therapy and groups, Trauma Recovery groups, individual sessions, peer recovery coach encounters, and clinical staff at team meetings; total costs are not to exceed \$15,000.00 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with House Arrest Services (HAS), is authorized to provide substance use monitoring; total costs are not to exceed \$5,000.00 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with Michigan State University Psychology Clinic is authorized to provide trauma assessments; total costs are not to exceed \$4,200.00 for the duration of this grant period.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2019 and 2020 Circuit Court Juvenile Division budget and Position Allocation List.

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

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 12/05/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 49**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING TRAINING-OF-TRAINERS FOR EFFECTIVE PRACTICES
IN COMMUNITY SUPERVISION**

RESOLUTION # 19 – 562

WHEREAS, the 30th Judicial Circuit Court Juvenile Division is committed to utilizing best practices in addressing juvenile delinquency and child abuse and neglect; and

WHEREAS, in pursuit of utilizing best practices all Juvenile Court Officers have been trained by the University of Cincinnati in the Effective Practices in Community Supervision model (EPICS); and

WHEREAS, the EPICS model strives to ensure juveniles and families are receiving a consistent message utilizing principles of effective intervention to community supervision practices; and

WHEREAS, the EPICS model is designed to use a combination of monitoring, referrals, and face-to-face interactions to provide juveniles and families with a sufficient “dosage” of treatment interventions, and make the best possible use of time to develop a collaborative working relationship; and

WHEREAS, the cost to have an individual locally trained in the EPICS model by the University of Cincinnati is \$1,033.00; and

WHEREAS, the average cost to have an individual trained at the University of Cincinnati Corrections Institute is around \$2,000.00; and

WHEREAS, the University of Cincinnati offers a Training-of-Trainers in the EPICS model; and

WHEREAS, the total price for a five person Training-of-Trainers for EPICS is \$17,750.00, making the cost \$3,550.00 per individual; and

WHEREAS, several new staff will need to be trained in the EPICS model; and

WHEREAS, it has been determined that having a Certified Trainer in EPICS is cost effective and efficient; and

WHEREAS, the University of Cincinnati will only train a minimum of five individuals per training; and

WHEREAS, the 30th Judicial Circuit Court Juvenile Division has partnered with the Juvenile Division from the 5th Judicial Circuit Court, 7th Judicial Circuit Court and 20th Judicial Circuit Court to have a minimum of five individuals for a training; and

WHEREAS, the University of Cincinnati requires one Court become the host for the training; and

DECEMBER 10, 2019 REGULAR MEETING

WHEREAS, the 30th Judicial Circuit Court Juvenile Division has agreed to be the “host” court and will be reimbursed from the other participating courts based on the number of participants attending the training.

THEREFORE BE IT RESOLVED, that as a measure of best practice, cost efficiency and program effectiveness, the 30th Judicial Circuit Court Juvenile Division is authorized to act as a host organization with the University of Cincinnati to conduct a Training-of-Trainers for the EPICS model.

BE IT FURTHER RESOLVED, that the 30th Judicial Circuit Court Juvenile Division is authorized to enter into a contract with the University of Cincinnati for an EPICS Training-of-Trainers in an amount not to exceed \$17,750.00 of which \$3,550.00 will be for one 30th Judicial Circuit Court Juvenile Division employee to receive said training.

BE IT FURTHER RESOLVED, that the 30th Judicial Circuit Court Juvenile Division is authorized to enter into Memorandum of Understandings with participating courts to cover the remaining training costs.

BE IT FURTHER RESOLVED, that the participating courts will reimburse the 30th Judicial Circuit Court Juvenile Division according to the number of participants as follows: the 5th Judicial Circuit Court Family Division \$7,100.00, 7th Judicial Circuit Court Family Division \$3,550.00, 20th Judicial Circuit Court Juvenile Division \$3,550.00.

BE IT FURTHER RESOLVED, that the Chairperson of Ingham County Board of Commissioners is authorized to sign Memorandums of Understanding with the 5th Judicial Circuit Court Juvenile Division, the 7th Judicial Circuit Court Juvenile Division, and the 20th Judicial Circuit Court Juvenile Division upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that after the Memorandums of Understanding for all participating Circuit Courts have been executed and returned to Ingham County, the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents with the University of Cincinnati upon approval as to form by the County Attorney.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 12/05/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 50**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PURCHASE ORDERS FOR NECESSARY MODIFICATIONS TO
COMMUNICATION TOWERS OWNED BY SBA II LLC (LESLIE AND MASON TOWERS) FOR
THE MPSCS/INGHAM COUNTY RADIO COMMUNICATIONS SYSTEM PROJECT**

RESOLUTION # 19 – 563

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 Safety Communication System (MPSCS)/Motorola systems; and

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

WHEREAS, to avoid additional costs for project management from Motorola, Ingham County needs to issue purchase orders for structural modifications to two (2) tower sites owned by SBA II LLC; and

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of funds encumbered from the Motorola Lease Contract (approved in Resolution #18-550), and without additional cost to Ingham County above the funds already approved for the project, for the quoted costs for structural modifications to the following towers:

Leslie Tower not to exceed \$70,000.00

Mason Tower \$75,672.55

BE IT FURTHER RESOLVED, that the 9-1-1 Director is authorized to sign change orders with Motorola, provided that the change orders do not increase the total cost of the project as previously approved by Resolution #18-550.

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

DECEMBER 10, 2019 REGULAR MEETING

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 12/05/2019**

FINANCE: Yeas: Grebner, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 51**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR ACCEPTANCE OF THE CHILD AND PARENT LEGAL
REPRESENTATION GRANT FROM THE MICHIGAN DEPARTMENT OF HEALTH AND
HUMAN SERVICES**

RESOLUTION # 19 – 564

WHEREAS, on December 2, 2019, the Michigan Department of Health and Human Services informed the 30th Judicial Circuit Court Juvenile Division that they were awarded an allocation of \$214,808.00 through the Child and Parent Legal Representation Grant for Fiscal Year 2020; and

WHEREAS, the allocation is based on anticipated Fiscal Year 2020 Appropriations for Michigan Department of Health and Human Services (MDHHS) and is subject to the availability of funds, MDHHS's anticipated Appropriation Act for FY 2020, MDHHS approval, and State Administrative Board approval; and

WHEREAS, funds from the grant must be used to improve the legal representation of children and adults who have had neglect and abuse actions filed with the Court; and

WHEREAS, funds from the grant will be used to reimburse attorneys and Lawyers Guardian Ad Litem for specific trainings; and

WHEREAS, funds from the grant will be used to pay annually for the Lawyers Guardian Ad Litem to have access to web based legal research and court rules; and

WHEREAS, funds from the grant will be used to compensate court appointed attorneys to represent parents and children in vertical and collateral cases to create early permanency for the child; and

WHEREAS, funds from the grant will be used to recruitment of new attorneys through a Mentorship Program; and

WHEREAS, funds from the grant will be used to increase the reimbursement rate for Family Team Meetings and encourage participation in Foster Care Review Board proceedings by providing financial compensation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes accepting a grant award from the Michigan Department of Health and Human Services for the sum of \$214,808.00

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2020 Circuit Court Juvenile Division budget.

DECEMBER 10, 2019 REGULAR MEETING

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

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

Nays: None **Absent:** None **Approved 12/05/2019**

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

Nays: None **Absent:** Morgan **Approved 12/04/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 52**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION MAKING AN APPOINTMENT TO THE
INGHAM FAMILY CENTER ADVISORY BOARD**

RESOLUTION #19 - 565

WHEREAS, several vacancies exist on the Ingham Family Center Advisory Board; and

WHEREAS, the Law & Courts Committee interviewed those interested in serving on the Board.

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

Jordan Harris-Gonzales, 1030 May Street, Lansing, 48910

to the Ingham Family Center Advisory Board, as a neighborhood representative, to a term expiring December 31, 2022.

LAW & COURTS: Yeas: Koenig, Slaughter, Celentino, Crenshaw, Polsdofer, Trubac, Schafer
Nays: None **Absent:** None **Approved 12/05/2019**

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 53**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE ICEA PUBLIC HEALTH NURSES UNIT**

RESOLUTION #19 - 566

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the ICEA Public Health Nurses Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the ICEA Public Health Nurses Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of Article 20, Sick Leave, Section 7, regarding notice of sick leave use, and for 3) clarification of the effective date of eligibility for coverage and cost in Article 16, Health Insurance, Section 2 has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the ICEA Public Health Nurses Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED – DECEMBER 10, 2019
AGENDA ITEM NO. 54**

Introduced by Commissioners Slaughter, Trubac, Maiville, Naeyaert and Koenig of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPOINTING HEIDI WILLIAMS AS
INGHAM COUNTY ANIMAL CONTROL DIRECTOR**

RESOLUTION # 19 - 567

WHEREAS, the position of Animal Control Director was posted and advertised in accordance with Ingham County hiring procedures; and

WHEREAS, applicants were reviewed and screened and interviews were held by the Animal Control Director Search Committee; and

WHEREAS, the Animal Control Director Search Committee is recommending the selection of Heidi Williams as Animal Control Director for Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints Heidi Williams as Ingham County Animal Control Director effective December 23, 2019.

BE IT FURTHER RESOLVED, that Heidi Williams will be placed on the current salary schedule for the Animal Control Director at MCF-12, Step 2 (\$77,040.98) with terms of employment and compensation as outlined in the Ingham County Managerial and Confidential Manual.

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

**ADOPTED - DECEMBER 10, 2019
AGENDA ITEM NO. 55**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING ANNUAL 2020 COMPENSATION FOR
NON-JUDICIAL COUNTY-WIDE ELECTED OFFICIALS**

RESOLUTION # 19 - 568

WHEREAS, a 2 percent wage increase was recommended as part of the 2020 Managerial/Confidential Personnel Manual; and

WHEREAS, the Board wishes to increase the salary level for non-Judicial County-Wide Elected Officials by 2 percent for 2020 as well; and

WHEREAS, the Board of Commissioners hopes and expects that each of the County-Wide Officials abide by relevant County policies, including ethics, purchasing, diversity, and human resources.

THEREFORE BE IT RESOLVED, that the following Ingham County Non-Judicial Elected Officials: County Clerk, Drain Commissioner, Prosecuting Attorney, Register of Deeds, Sheriff, and Treasurer shall be provided a 2020 salary as listed below:

Elected Official	2019	2020
County Clerk	\$94,483	96,373
Drain Commissioner	\$88,320	90,086
Prosecuting Attorney	\$136,064	138,785
Register of Deeds	\$88,320	90,086
Sheriff	\$127,434	129,983
Treasurer	\$101,796	103,832

BE IT FURTHER RESOLVED, that the salary is contingent upon the elected official foregoing any per diem, fees, or payments to which the elected official may otherwise be entitled, including but not limited to Delinquent Tax Administration fees (Treasurer); fees from divorces involving minor children (Prosecutor); per diem for Elections Commission and Plat Board (Clerk, Register of Deeds, Treasurer); housing and clothing/cleaning allowance (Sheriff); Drainage Board meetings (Drain Commissioner).

BE IT FURTHER RESOLVED, non-Judicial County-Wide Elected Officials taking office after January 1, 2013 shall not be eligible for single retiree health insurance coverage until after they reach 60 years of age, subject to the scale based on years of service. Retirees that purchase dental and vision insurance at group rates and subsequently choose to discontinue the coverage, may not re-enroll.

BE IT FURTHER RESOLVED, these salaries are established on the expectation each elected official will perform services comparable to the hours worked by the County managers.

DECEMBER 10, 2019 REGULAR MEETING

BE IT FURTHER RESOLVED, that the County of Ingham shall pay the annual Michigan Bar Dues for the Prosecuting Attorney.

Adopted as part of the consent agenda.

DECEMBER 10, 2019 REGULAR MEETING

SPECIAL ORDERS OF THE DAY

None.

PUBLIC COMMENT

Richard Smith stated that he had been working at the museum that is in East Lansing not far from Frandor, and that people came in and they talked about what they do. He further stated that when the Commissioners are out on the road, to be careful driving on the freeway.

Mr. Smith stated that people were coming in for the holidays and that he hoped that the Commissioners were safe and stayed home if they could to stay with their families and their kids. He further stated that he would be very proud of that.

COMMISSIONER ANNOUNCEMENTS

Commissioner Maiville stated that he would like to thank Chairperson Crenshaw, Vice Chair Sebolt and Vice Chair Pro Tem Naeyaert for your leadership and for our staff and all the work they do throughout the year.

Commissioner Schafer stated that he wished to extend his congratulations to his alma mater Pewamo Westphalia. He further stated that from 2019 – 20 they have won 5 state titles: Boys and Girls Basketball, Girls Track, Cheerleading, and, three out of the last four years, have won the state championship in football.

Commissioner Schafer stated that he was intrigued because it was a school of 335 people, but there were nearly 5,500 people in the stands and that he was impressed by the family support for youth and that he extended his congratulations.

Commissioner Sebolt stated that he wanted to thank Chairperson Crenshaw for the past year as Chair and appreciated his support. He further stated that he was disappointed that Chairperson Crenshaw didn't miss a meeting or two, so that he could be acting Chairperson.

Commissioner Naeyaert stated that she also wanted to thank Chairperson Crenshaw and Vice Chair Sebolt for their leadership and their desire to work with the full board. She further stated that it has done great things for the Commission and that she was even more disappointed than Vice Chair Sebolt, that neither Chairperson Crenshaw nor Vice Chair Sebolt had missed a meeting.

Discussion

Chairperson Crenshaw stated that he wanted to thank the whole Board of Commissioners this year. He further stated that they had a heavy lift with lots of millages and they were diligent to make sure that they had the right amount and the right timing.

Chairperson Crenshaw stated that he could not thank Becky Bennett, Board of Commissioners Office Director, enough and that she was the best board director in the state of Michigan. He further stated that she made the Board of Commissioners' positions easier and they were thankful to have her here for many years.

DECEMBER 10, 2019 REGULAR MEETING

Chairperson Crenshaw stated that he also wanted to thank Clerk Byrum, as she was key in the Board of Commissioners' work. He further stated that he wanted to say thank you to she and her staff, because they had to staff the committee meetings, as well, and stated that the minutes had been great for the past few years.

Commissioner Koenig stated that she wished to thank the employees of Ingham County. She further stated that the Commission doesn't get to honor them very much but they were out there doing the best they can every day and she wanted to thank them all the time.

Chairperson Crenshaw stated that the Capital Area Hispanic Community Representatives would have their Christmas symposium on Thursday, December 19th starting at 5:30 at VFW 701 on Rosemary Street, which was in Commissioner Celentino's district. He further stated that he would send out further detail to everyone and that the Board of Commissioners passed a resolution congratulating them on their 30th year of having this event.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Morgan moved to pay the claims in the amount of \$2,739,367.01. Commissioner Maiville supported the motion.

The motion carried unanimously. Absent: Commissioner Tennis.

ADJOURNMENT

The meeting was adjourned at 7:31 p.m.

January 2, 2020 Organizational Meeting

Board of Commissioners Room – Courthouse
Mason – 6:00 p.m.
January 2, 2020

CALL TO ORDER

Chairperson Crenshaw called the January 2, 2020 Organizational Meeting of the Ingham County Board of Commissioners to order at 6:00 p.m.

ROLL CALL BY CLERK

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

Members Absent at Roll Call: Morgan

A quorum was present.

Commissioner Morgan arrived at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Chairperson Crenshaw asked Heidi Williams, Animal Control Director, to lead those present in the Pledge of Allegiance.

MEDITATION

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

LIMITED PUBLIC COMMENT

Craig J. Stiles, Williamston resident, stated that he became aware of a grant that was provided to assist with basic essentials for refugee resettlement in the County. He further stated that he had served on the Board of Directors for St. Vincent Catholic Charities, and asked if the Commissioners had visited St. Vincent Catholic Charities to see the services that are provided.

Chairperson Crenshaw stated that it was policy not to respond to questions from the public.

Mr. Stiles stated that, if possible, when the contract was up for renewal, the Commissioners should visit St. Vincent Catholic Charities and take into consideration the work that was being done for refugee resettlement. He further stated that St. Vincent Catholic Charities resettled hundreds of refugee families per year, and the loss of that grant would be detrimental to refugee families.

Heidi Williams, Animal Control Director, introduced herself to the Board of Commissioners and stated that she looked forward to working closely with the Board of Commissioners to continue the work that was being done. She further stated that she was available to speak to the Commissioners at any time.

January 2, 2020 Organizational Meeting

ADDITIONS TO THE AGENDA

Chairperson Crenshaw stated that Board rules state resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

Commissioner Tennis moved that all resolutions on the agenda be considered immediately. Commissioner Maiville supported the motion.

Commissioner Sebolt stated that the UAW bargaining unit affected by resolutions before the Board of Commissioners were members or affiliates of his employer. He further stated that he wanted to disclose this before the vote.

Chairperson Crenshaw noted Commissioner Sebolt's disclosure.

The motion to allow the resolutions to be considered immediately carried unanimously.

Chairperson Crenshaw stated that the Resolution Approving the Collective Bargaining Agreement Wage Reopener with the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit would remain on the Agenda as Item 7, and the other two would be added as Items 8 and 9.

PETITIONS AND COMMUNICATIONS

A NOTICE FROM THE AIR QUALITY DIVISION OF MICHIGAN'S DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY DETAILING THE AIR QUALITY DIVISION'S PENDING NEW SOURCE REVIEW APPLICATION REPORT. Chairperson Crenshaw instructed that this matter be placed on file.

A LETTER FROM THE INGHAM COUNTY DEPARTMENT OF VETERANS AFFAIRS REGARDING THE REFUND OF THE FY2019 COUNTY VETERANS SERVICE FUND GRANT. Chairperson Crenshaw instructed that this matter be referred to the Human Services Committee.

RESOLUTION 2019-51 FROM THE KALKASKA COUNTY BOARD OF COMMISSIONERS IN SUPPORT OF LINE 5 TUNNEL. Chairperson Crenshaw instructed that this matter be placed on file.

AN EMAIL FROM COMMISSIONER CHRIS TRUBAC RESIGNING FROM THE INGHAM COUNTY LAND BANK. Chairperson Crenshaw accepted the resignation and instructed that this matter be placed on file.

ELECTION OF OFFICERS

CHAIRPERSON: Chairperson Crenshaw opened the floor to nominations for the position of Chairperson of the Board. Commissioner Morgan nominated Commissioner Crenshaw for Chairperson. Commissioner Naeyaert supported the motion.

The motion carried unanimously.

January 2, 2020 Organizational Meeting

VICE-CHAIRPERSON: Chairperson Crenshaw opened the floor for nominations to the position of Vice-Chairperson of the Board. Commissioner Schafer nominated Commissioner Koenig for Vice-Chairperson. Commissioner Sebolt supported the motion.

The motion carried unanimously.

VICE-CHAIRPERSON PRO-TEM: Chairperson Crenshaw opened the floor for nominations to the position of Vice Chairperson Pro-Tem of the Board. Commissioner Maiville nominated Commissioner Naeyaert. Commissioner Sebolt supported the motion.

The motion carried unanimously.

CONSIDERATION OF A CONSENT AGENDA

Chairperson Crenshaw stated that the Board of Commissioners adopted a procedure whereby they used a partial Consent Agenda in order to expedite meetings. He further stated that under the procedure, the Board would group some non-controversial resolutions together and vote on them in one motion without discussion.

Chairperson Crenshaw stated that the Board kept out of the consent agenda resolutions that required a roll call vote, resolutions that needed discussion, and resolutions that provided important information. He further stated that the Board's procedures stated that any single member of the Board could identify specific resolutions to be discussed and voted on separately.

Commissioner Naeyaert moved to adopt a consent agenda consisting of all action items. Commissioner Maiville supported the motion.

The motion carried unanimously.

The items on the consent agenda were adopted by unanimous roll call vote.

Please note that earlier in the meeting, Commissioner Sebolt disclosed that the UAW bargaining unit affected by resolutions before the Board of Commissioners were members or affiliates of his employer.

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS,
CHAUFFEURS AND WAREHOUSEMEN, LOCAL NO. 243, POTTER PARK ZOO SUPERVISORY
UNIT**

RESOLUTION # 20 –001

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) modification of Article 8, Wage Supplements, Section 8, regarding notice of sick leave use, and for 3) clarification of the effective date of eligibility for health insurance coverage in Article 8, Section 3, Section 7 has been ratified by the employees within the bargaining unit;

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit;

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

Adopted as part of the consent agenda.

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE UNITED AUTOMOBILE AEROSPACE AND AGRICULTURAL
IMPLEMENT WORKERS OF AMERICA (UAW) INGHAM COUNTY UNIT, LOCAL 2256,
FOR THE ZOO UNIT**

RESOLUTION #20 - 002

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) Ingham County Unit, Local 2256, for the Zoo Unit for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) Ingham County Unit, Local 2256, for the Zoo Unit; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) clarification of the effective date of eligibility for coverage in Article 18, Hospitalization – Medical Coverage, Section 8 has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) Ingham County Unit, Local 2256, for the Zoo Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

Adopted as part of the consent agenda.

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE UNITED AUTOMOBILE AEROSPACE AND AGRICULTURAL
IMPLEMENT WORKERS OF AMERICA (UAW) INGHAM COUNTY UNIT, LOCAL 2256,
TECHNICAL, OFFICE, PARA-PROFESSIONAL AND SERVICE EMPLOYEES**

RESOLUTION #20 - 003

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) Ingham County Unit, Local 2256, Technical, Office, Para-Professional and Service Employees for the period January 1, 2018 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2020; and

WHEREAS, an agreement regarding the 2020 wage reopener has been reached between representatives of Ingham County and the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) Ingham County Unit, Local 2256, Technical, Office, Para-Professional and Service Employees; and

WHEREAS, the wage reopener agreement provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2020 or the effective date of ratification by both parties, whichever occurs later, and for 2) clarification of the effective date of eligibility for coverage in Article 21, Hospitalization – Medical Coverage, Vision and Dental, Section 8 and has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2020 wage reopener agreement between Ingham County and the United Automobile Aerospace and Agricultural Implement Workers of America (UAW) Ingham County Unit, Local 2256, Technical, Office, Para-Professional and Service Employees.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2020 wage reopener, subject to approval as to form by the County Attorney.

Adopted as part of the consent agenda.

January 2, 2020 Organizational Meeting

SPECIAL ORDERS OF THE DAY:

STANDING COMMITTEE APPOINTMENTS: Chairperson Crenshaw made the following appointments to standing committees. The first person named will serve Chairperson of the committee; second person named will serve as Vice-Chairperson of the Committee:

County Services Committee: Commissioners Sebolt (Chair), Celentino (Vice-Chair), Grebner, Koenig, Stivers, Maiville, Naeyaert.

Finance Committee: Morgan (Chair), Tennis (Vice-Chair), Grebner, Crenshaw, Polsdofer, Schafer, Maiville.

Human Services Committee: Commissioners Trubac (Chair), Stivers (Vice-Chair), Tennis, Koenig, Morgan, Slaughter, Naeyaert.

Law and Courts Committee: Commissioners Slaughter (Chair), Polsdofer (Vice-Chair), Celentino, Crenshaw, Sebolt, Trubac, Schafer.

Commissioner Celentino moved to confirm the Standing Committee Appointments. Commissioner Slaughter supported the motion. The motion carried unanimously.

OTHER APPOINTMENTS: Chairperson Crenshaw made the following Commissioner and staff appointments to other advisory boards and commissions:

Board/Committee	Assignee
Animal Control Shelter Advisory Board - Commissioner Rep	Commissioners Trubac and Slaughter
Capital Area Michigan (WORKS) Board	Commissioners Koenig Sebolt, and Crenshaw
CARTS Committee	Jared Cypher, Deputy Controller
CATA Board	Commissioner Grebner
Capital Region Airport Authority Liaison	Commissioner Koenig
Capital Area Community Services Administration	Commissioner Koenig and Treasurer Schertzing
Convention Visitors Bureau	Commissioner Slaughter
Drainage Board	Chairperson Crenshaw (Board Chair) and Commissioner Morgan (Finance Chair)
Equal Opportunity Committee	Commissioner Slaughter (alternate)
Ingham County Chapter, Michigan Townships Association	Commissioners Maiville and Naeyaert
Ingham Family Center Advisory Board	Commissioner Slaughter
McLaren Board of Directors	Commissioner Koenig
Land Bank	Commissioner Slaughter, Commissioner Grebner (local unit of government representative) and Sharon Frischman (City of Lansing representative)
Lansing Area Safety Council	Chairperson Crenshaw
Local Emergency Planning Committee	Commissioner Schafer

January 2, 2020 Organizational Meeting

Board/Committee	Assignee
Michigan Association of Local Public Health Board	Linda Vail, Health Officer
Mason Local Development Finance Authority	Commissioner Naeyaert
Potter Park Zoo Board	Commissioner Tennis
Substance Use Disorder Advisory Committee	Commissioner Koenig
Smart Zone Board	Commissioner Morgan
Tri-County Aging Consortium	Chairperson Crenshaw and Commissioner Naeyaert
Tri-County Regional Planning Commission	Commissioners Sebolt and Commissioner Slaughter
FOIA Appeals Committee	Commissioners Maiville (Chair), Crenshaw, Morgan, Koenig, and Naeyaert

Chairperson Crenshaw stated that if any Commissioners were currently serving on a Board, and their name was not read, their term had not expired and they were still a member of that Board.

Commissioner Naeyaert moved to confirm the appointments. Commissioner Sebolt supported the motion. The motion carried unanimously.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

None.

ADJOURNMENT

The meeting was adjourned at 6:14 p.m.

**Kalkaska County Board of Commissioners
Resolution 2019-56
Supporting Passage of Legislation to Adopt 4-Year
Terms for County Commissioners**

At a Regular Meeting of the Kalkaska County Board of Commissioners, on December 18, 2019:

WHEREAS the 1963 Michigan Constitution stipulated four-year terms for the County Board of Supervisors, the preceding body to today's Board of Commissioners; and

WHEREAS the Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with the Boards of Commissioners after the 1968 elections; and

WHEREAS Public Act 261 of 1966 promulgated that the length of terms for the new County Commissioners shall be concurrent with that of State Representatives, as specified, as specified in Article IV, Section 3 of the Michigan Constitution; and

WHEREAS the scope of duties of a County Commissioner has greatly increased in the last century – road patrols, indigent defense, mental health treatment and substance abuse prevention programming, solid waste pick-up and disposal, food and water supply safety, park operations, economic development efforts, emergency management and response, etc.; and

WHEREAS Michigan is one of only five states in the United States that provides for exclusively two-year terms for County Commissioners; and

WHEREAS all other county and township elected officials in Michigan are elected to terms of at least four years; and

WHEREAS the position of County Commissioner is a highly complex oversight role that requires years to master; and

WHEREAS legislation to amend state law to enact four-years terms has been filed in the form of House Bills 4937-38 and Senate Bills 504-505; and

WHEREAS the Michigan Association of Counties supports the legislation as introduced;

THEREFORE, BE IT RESOLVED that the Kalkaska County Board of Commissioners supports House Bills 4937-38 and Senate Bills 504-505 to enact four-year terms for County Commissioners.

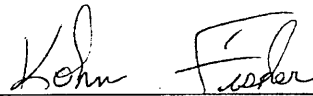
Motioned by West to adopt Resolution 2019-56. Supported by Comai. Roll call vote:

Yeas: West, Comai, Crambell, Sweet, Fisher.

Nays: None

Absent: Cox, Ngirarsaol

5 yeas. 0 nays. 2 absent. Motion Carried.

 12-18-2019
Kohn E. Fisher,
Chairman of the Board of Commissioners Kalkaska County

I, the undersigned, Clerk of Kalkaska County, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Kalkaska County Board of Commissioners, at its Regular Meeting on December 18, 2019 the original of which is part of the Board's minutes.


Deborah L. Hill
Clerk of the Board of Commissioners Kalkaska County

Friday, January 3, 2020 at 8:21:38 AM Eastern Standard Time

Subject: Board(s) Resignation

Date: Monday, December 23, 2019 at 10:48:53 AM Eastern Standard Time

From: Josh Church

To: Dillon Rush

Dillon,

Please accept this email as my formal resignation from the Ingham county EDC and BRA Boards. I have accepted a position in Pittsburgh and will be moving down there in a couple weeks. Please let me know if you have any questions, concerns, or would like me to do anything to wrap up/succession planning.

It's been an absolute pleasure working with my peers on the boards, yourself, and LEAP over these past few years. I wish everyone well and look forward to Ingham county's continued development and success!

Thanks,

Joshua Church, CPA
517-896-9270

Friday, January 3, 2020 at 9:31:03 AM Eastern Standard Time

Subject: Re: Ingham County EDC/BRA
Date: Friday, January 3, 2020 at 9:30:44 AM Eastern Standard Time
From: Dillon Rush
To: Aaron Davis
Attachments: image001.jpg, image002.jpg, image003.jpg, image004.jpg, image005.jpg

From: Aaron Davis <adavis@fraserlawfirm.com>
Date: Friday, January 3, 2020 at 9:27 AM
To: Dillon Rush <dillon@purelansing.com>
Subject: RE: Ingham County EDC/BRA

Hello Dillon:

Thank you for checking in. With regret (and apologies for missing so many meetings recently), please accept this email as my resignation from the County's EDC/BRA board. My work and home schedule is simply not conducive at this time to serving on the Board. I wish the Board well and thank you and other Board members for the opportunity over the past two years to have served.

Best,



Aaron L. Davis | Shareholder | Fraser Trebilcock
 p: 517.377.0822 f: 517.482.0887
 a: 124 W. Allegan Street, Suite 1000 Lansing, MI 48933
 w: fraserlawfirm.com



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Becky Bennett

From: Stevenson, Charlaïne <steve630@msu.edu>
Sent: Saturday, January 11, 2020 4:06 PM
To: Becky Bennett
Subject: Ingham Country Women's Commsision

Hello,

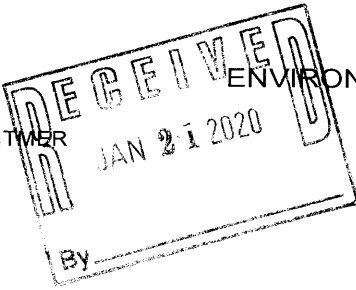
I hope this email finds you well. Currently, I am finishing up my semester at MSU and I have only a few classes left. Yesterday it came to my understanding to pick up one more class to graduate this May. My class is reoccurring on Wednesdays from 5-7 which will make the likelihood of attending the Women's Commission impossible. I would really love to continue being apart of this organization but I don't believe that I can. I hope to be able to rejoin the commission after graduation! I'm sorry for this inconvenience this brings. Please thank all of the wonderful ladies for their impact on my professional and social life!

Thank you,
Charlaïne S.

Sincerely,
Charlaïne Stevenson
President of Womxn of Color: JMC | She/her/hers
Social Relations and Policy | Michigan State University Spring '20
Steve630@msu.edu
"Revolution is not a one-time event."-- Audre Lorde



GRETCHEN WHITMER
GOVERNOR



STATE OF MICHIGAN

DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

LANSING

AGENDA ITEM# 5

EGL

LIESL EICHLER CLARK
DIRECTOR

January 14, 2020

Dear Interested Party:

Pursuant to Act 451, Section 5511, the Michigan Department of Environment, Great Lakes, and Energy, Air Quality Division's Pending New Source Review Application Report is enclosed. This report lists all of the pending applications submitted for sources within your county.

The Pending New Source Review Applications Report includes the following information: county, city, date received, applicant's name, site address, application permit number, and a brief description of the nature of the source or process.

This report will be sent to you on a monthly basis unless you request that your name be deleted from our mailing list. Please note that this information is updated weekly and is also available on the Internet. A list is available on the Permits to Install Internet page at <https://www.michigan.gov/air>. Click the "Permits" tab, click the link by the second bullet for PTI/NSR permits, and click the sixth bullet under "Application / PTI Information" entitled "Pending PTI Application List." You may obtain information on sources located in neighboring counties by accessing the above list or by contacting me.

Thank you for your interest in this matter.

Sincerely,

Sue Thelen
Permit Section
Air Quality Division
517-284-6804

Enclosure

MDEQ Air Quality Pending Permit to Install Applications

District: Lansing

<u>County</u>	<u>City</u>	<u>SRN</u>	<u>Site Address</u>	<u>Applicant</u>	<u>Permit No.</u>	<u>Received</u>	<u>Application Reason</u>
CLINTON	LANSING	N1761	16777 WOOD ROAD SPARTAN ASPHALT	MICHIGAN PAVING & MATERIALS COMPANY	804-871	8/26/2019	MODIFY PERMIT LANGUAGE
CLINTON	LANSING	N5997	16980 WOOD ROAD GRANGER WASTE SERVICES, INC	ENERGY DEVELOPMENTS LANSING, LLC	178-19	9/30/2019	THERMAL OXIDIZER
CLINTON	LANSING	N5997	16980 WOOD ROAD GRANGER WASTE SERVICES, INC	GRANGER WASTE MANAGEMENT COMPANY	177-19	9/30/2019	TWO NEW OPEN FLARES
INGHAM	MASON	N5663	822 KIM DRIVE MICHIGAN OPERATIONS	NITREX, INC	30-19B	11/15/2019	NITREX NITRIDING FURNACE
LIVINGSTON	HOWELL	P1081	645 LUCY ROAD	LOUIS PADNOS IRON & METAL	141-19	8/22/2019	NEW SCRAP SHREDDER

Introduced by the Ingham County Board of Health:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION IN SUPPORT OF RESOLVING ISSUES WITH INGHAM COUNTY'S
PHARMACY BENEFIT PLAN THAT HAVE ADVERSE EFFECTS ON THE HEALTH
AND WELLBEING OF INGHAM COUNTY EMPLOYEES**

WHEREAS, Ingham County Health Department employees presented concerns that Ingham County's Pharmacy Benefits Plan, which went into effect January 1 of 2019, is causing barriers to care and access to necessary and life sustaining drugs in the November 19th, 2019 County Services Committee; and

WHEREAS, these barriers and access issues are directly tied to the Exclusion List from the contracted Pharmacy Benefit company; and

WHEREAS, this Exclusion List represents a systemic bias against LGBTQIA+ and persons living with or at risk for HIV; and

WHEREAS, this systemic bias violates Ingham County Health Department's core value of health equity and social justice; and

WHEREAS, Ingham County's strategic plan identifies reduction of HIV infections as a priority area.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Health supports the directives approved by the County Services Committee for the County Controller/Administrator to determine how these structural inequities were adopted in the county as well as provide options and plans to remove them; and

BE IT FURTHER RESOLVED, that the Ingham County Board of Health affirms its commitment to the LGBTQIA+ community as well as those living with and at risk for HIV; and

BE IT FURTHER RESOLVED, that the Ingham County Board of Health as an advisory Board of Health encourages the Ingham County Board of Commissioners to adopt a Health in All Policies approach to decision-making in Ingham County government, and that in doing so, Ingham County may serve as a model for other units of government throughout Michigan.

Ingham Community Health Center Board of Directors
Resolution Regarding Employee Pharmacy Benefits

WHEREAS; Ingham Community Health Centers operates under a cooperative agreement with Ingham County which explicitly surrenders authority for human resources and financial management to the County; and

WHEREAS; All employees of the Ingham Community Health Centers are employees of Ingham County under this cooperative agreement, and

WHEREAS; It has come to the attention of the Board of Directors of the Ingham Community Health Centers that Ingham County Pharmacy Benefits which went into effect in January 1 of 2019 are causing barriers to care and access to necessary and life sustaining drugs, and

WHEREAS; These barriers and access issues are directly tied to the Exclusion List from the contracted Pharmacy Benefit company; and

WHEREAS; This Exclusion List is clearly a systemic bias towards LGBTQ and persons living with or at risk for HIV; and

WHEREAS; This systemic bias violates the letter and spirit of the Ingham Community Health Centers commitment to health equity throughout all care as well as the policies prohibiting discrimination on the basis of disability status, sexual orientation and gender identity and expression, and

WHEREAS; Such exclusions create a clear hypocrisy and undermine the moral authority of both the county and the Ingham Community Health Centers in overcoming health equity barriers in our county and beyond, and

WHEREAS; These exclusions are placing the health and safety of our employees at risk as well as creating barriers which could interfere with patient care,

THEREFORE, NOW LET IT BE RESOLVED; The Ingham Community Health Centers Board of Directors officially endorses the directives approved, unanimously, on Nov. 19 by the County Services Committee for the County Controller to determine how these structural inequities were adopted in the county as well as provide options and plans to rescind and remove them; and

FURTHER BE IT RESOLVED; The Ingham Community Health Centers Board of Directors stands in solidarity with our employees and demand and require under the cooperative agreement that the Ingham County Commission continue with all due speed and deliberation to address these healthcare disparities caused by an inadequate policy, and

FURTHER BE IT RESOLVED; The Ingham Community Health Centers Board of Directors applauds the courage, bravery, commitment and professionalism with which the employees of the Ingham Community Health Centers have worked to bring this issue forward and get it addressed; and

FURTHER BE IT RESOLVED; The Ingham Community Health Centers Board of Directors reaffirms its commitment to the LGBTQ community as well as those living with and at risk for HIV and that we will adhere to our core values as a Board and will stand with, advocate for and assure our employees and the community that discrimination will not be tolerated in any form.

Introduced by County Service Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING MIKE PATHFINDER

RESOLUTION #20 –

WHEREAS, Mike Pathfinder began his career with Ingham County in August 1993 as a Building Maintenance Worker with the Facilities Department; and

WHEREAS, several years later Mike Pathfinder was promoted to Building Maintenance Technician and then to his current position as Facilities Manager; and

WHEREAS, during Mike Pathfinder's long and distinguished career serving all the County departments and the citizens of Ingham County, Mike has been responsible for overseeing the successful completion of a variety of different projects; and

WHEREAS, Mike's excellent work and response to emergencies over the years has been recognized by many of his peers, department heads, and elected officials; and

WHEREAS, his commitment to providing outstanding customer service and leadership is what has helped the Facilities Department grow and improve on the services it provides; and

WHEREAS, Mike is retiring from his position as Facilities Manager on February 28, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Mike Pathfinder for 26 years of dedicated service to County of Ingham and its citizens and extends its sincere appreciation to Mike for his commitment and the many contributions he has made, he has truly made a difference.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners extends its best wishes to Mike on his retirement and hopes for continued success in all of his future endeavors.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RECOGNIZING BLACK HISTORY/CULTURAL DIVERSITY
MONTH IN INGHAM COUNTY**

RESOLUTION #20 –

WHEREAS, each February “National African American History Month” also known as “Black History Month” is observed to celebrate and honor the many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development; and

WHEREAS, in 1915, Dr. Carter Godwin Woodson founded the Association for the Study of Negro Life and History and through that Association, he began pressing for the establishment of Negro History Week as a way to bring national attention to the accomplishments of African Americans; and

WHEREAS, Dr. Woodson's dream became a reality in 1926, he chose the second week of February for the observance because of its proximity to the birthdays of Abraham Lincoln and Frederick Douglass, two individuals whom Dr. Woodson felt had dramatically affected the lives of African Americans; and

WHEREAS, in the early 1970's the event was called Black History Week, and in 1976, the Association succeeded in expanding the observance, which then became Black History Month; and

WHEREAS, the United States is a diverse nation comprised of citizens from various ethnic groups and cultures; and

WHEREAS, it is important to promote a greater awareness of the history and culture of all ethnic groups across our country.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the month of February, 2020 as “Black History/Cultural Diversity Month” in Ingham County.

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

Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO DISSOLVE THE ROADWAYS SUBCOMMITTEE

RESOLUTION #20 –

WHEREAS, Resolution 19-078 established a Roadways Subcommittee to closely review road projects, funding and potential road issues or concerns within the Road Department service area; and

WHEREAS, in accordance with Resolution 19-078 the Roadways Subcommittee, consisting of members of the County Services Committee, was to be appointed on an annual basis; and

WHEREAS, it is the desire of the Board of Commissioners to dissolve the Roadways Subcommittee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby dissolves the Roadways Subcommittee effective immediately.

BE IT FURTHER RESOLVED, that road projects, funding and issues will continue to be reviewed by the County Services Committee, as the Liaison Committee for the Road Department.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Koenig, Maiville, Naeyaert
Nays: Stivers **Absent:** None **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE
STOP SIGN TRAFFIC CONTROL ORDERS
IN MEADOW RIDGE SUBDIVISION
SECTION 20, DELHI TOWNSHIP**

RESOLUTION #20 –

WHEREAS, The Ingham County Road Department is responsible for placing, maintaining, and when conditions warrants, upgrading, county road intersection control signs and/or devices appropriate for current traffic speed and volumes, sight distance, topography, adjacent development and other current conditions of the given intersection; and

WHEREAS, Road Department engineering staff have reviewed the various intersections in Meadow Ridge residential subdivision in Section 20 of Delhi Township and find that certain intersections therein, listed below in this resolution should currently be signed and/or upgraded as indicated below.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on Juniper Place for eastbound and westbound traffic on Boxwood Ave.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop southbound traffic on Juniper Place for eastbound and westbound traffic on Boxwood Ave.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop southbound traffic on Spruce Ave for eastbound and westbound traffic on Boxwood Ave.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on Spruce Ave for eastbound and westbound traffic on Hemlock Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop southbound traffic on Spruce Ave for eastbound and westbound traffic on Hemlock Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes the Board Chairperson to sign and date the above mentioned Traffic Control Orders and filing of same with the County Clerk.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE
STOP SIGN TRAFFIC CONTROL ORDERS
IN WHITE HILLS SUBDIVISION
SECTION 5, MERIDIAN TOWNSHIP**

RESOLUTION #20 –

WHEREAS, The Ingham County Road Department is responsible for placing, maintaining, and when conditions warrants, upgrading, county road intersection control signs and/or devices appropriate for current traffic speed and volumes, sight distance, topography, adjacent development and other current conditions of the given intersection; and

WHEREAS, Road Department engineering staff have reviewed the various intersections in White Hills Lakes residential subdivision in Section 5 of Meridian Township and find that certain intersections therein, listed below in this resolution should currently be signed and/or upgraded as indicated below.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop southbound traffic on Thorngate Road for eastbound and westbound traffic on E Island Lake Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop southbound traffic on E. Island Lake Drive for eastbound and westbound traffic on Meadow Woods Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop eastbound traffic on Island Lake Drive for northbound and southbound traffic on Whitehills Lake Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on Windrush Lane for eastbound and westbound traffic on Island Lake Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop eastbound traffic on Windrush Lane for northbound and southbound traffic on Whitehills Lake Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on Woodcliff Lane for eastbound and westbound traffic on Pine Hollow Drive.

BE IT FUTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on Oakcliff Lane for eastbound and westbound traffic on Pine Hollow Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on Ridgepond Place for eastbound and westbound traffic on Pine Hollow Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop eastbound traffic on Fenwick Court for northbound and southbound traffic on Merford Court.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes the Board Chairperson to sign and date the above mentioned Traffic Control Orders and filing of same with the County Clerk.

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

Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE
STOP SIGN TRAFFIC CONTROL ORDERS
IN THE GREENS SUBDIVISION
SECTION 5, MERIDIAN TOWNSHIP**

RESOLUTION #20 –

WHEREAS, The Ingham County Road Department is responsible for placing, maintaining, and when conditions warrants, upgrading, county road intersection control signs and/or devices appropriate for current traffic speed and volumes, sight distance, topography, adjacent development and other current conditions of the given intersection; and

WHEREAS, Road Department engineering staff have reviewed the various intersections in The Greens residential subdivision in Section 5 of Meridian Township and find that certain intersections therein, listed below in this resolution should currently be signed and/or upgraded as indicated below.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop eastbound traffic on W. Golfridge Drive for northbound and southbound traffic on E. Golfridge Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on E. Longview Drive for eastbound and westbound traffic on E. Golfridge Drive.

BE IT FUTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on W. Longview Drive for eastbound and westbound traffic on W. Golfridge Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes the Board Chairperson to sign and date the above mentioned Traffic Control Orders and filing of same with the County Clerk.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE
STOP SIGN TRAFFIC CONTROL ORDERS
IN COUNTRY VIEW ESTATES SUBDIVISION
SECTION 21, DELHI TOWNSHIP**

RESOLUTION #20 –

WHEREAS, The Ingham County Road Department is responsible for placing, maintaining, and when conditions warrants, upgrading, county road intersection control signs and/or devices appropriate for current traffic speed and volumes, sight distance, topography, adjacent development and other current conditions of the given intersection; and

WHEREAS, Road Department engineering staff have reviewed the various intersections in Country View Estates #2 residential subdivision in Section 21 of Delhi Township and find that certain intersections therein, listed below in this resolution should currently be signed and/or upgraded as indicated below.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop westbound traffic on Royal Crescent for northbound and southbound traffic on Tagalak Trail.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop westbound traffic on Caplina Drive for northbound and southbound traffic on Gander Hill Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop eastbound traffic on Caplina for northbound and southbound traffic on Gander Hill Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes the Board Chairperson to sign and date the above mentioned Traffic Control Orders and filing of same with the county clerk.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE
STOP SIGN TRAFFIC CONTROL ORDERS
IN COUNTRY CROSS ROADS SUBDIVISION
SECTION 19, DELHI TOWNSHIP**

RESOLUTION #20 –

WHEREAS, The Ingham County Road Department is responsible for placing, maintaining, and when conditions warrants, upgrading, county road intersection control signs and/or devices appropriate for current traffic speed and volumes, sight distance, topography, adjacent development and other current conditions of the given intersection; and

WHEREAS, Road Department engineering staff have reviewed the various intersections in Country Cross Roads residential subdivision in Section 19 of Delhi Township and find that certain intersections therein, listed below in this resolution should currently be signed and/or upgraded as indicated below.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop eastbound traffic on BoysenBerry Lane for northbound and southbound traffic on CrossRoads Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop southbound traffic on BoysenBerry Lane for eastbound and westbound traffic on Crossroads Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on SunShine Path for eastbound and westbound traffic on CrossRoads Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on SunShine Path for eastbound and westbound traffic on Savanna Way.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop southbound traffic on SunShine Path for eastbound and westbound traffic on Savanna Way.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop southbound traffic on CrossRoads Drive for eastbound and westbound traffic on Savanna Way.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop eastbound traffic on Fire Fly Drive for northbound and southbound traffic on Savanna Way.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes the Board Chairperson to sign and date the above mentioned Traffic Control Orders and filing of same with the County Clerk.

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

Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE
STOP SIGN TRAFFIC CONTROL ORDERS
IN THE GARDENS SUBDIVISION
SECTION 25, DELHI TOWNSHIP**

RESOLUTION #20 –

WHEREAS, The Ingham County Road Department is responsible for placing, maintaining, and when conditions warrants, upgrading, county road intersection control signs and/or devices appropriate for current traffic speed and volumes, sight distance, topography, adjacent development and other current conditions of the given intersection; and

WHEREAS, Road Department engineering staff have reviewed the various intersections in The Gardens residential subdivision in Section 25 of Delhi Township and find that certain intersections therein, listed below in this resolution should currently be signed and/or upgraded as indicated below.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop eastbound traffic on Meijer Court for northbound and southbound traffic on CranBrook Lane.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop eastbound traffic on Matthael Court for northbound and southbound traffic on Beal Lane.

BE FURTHER IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop westbound traffic on Matthael Court for northbound and southbound traffic on Beal Lane.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes the Board Chairperson to sign and date the above mentioned Traffic Control Orders and filing of same with the County Clerk.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE
STOP SIGN TRAFFIC CONTROL ORDERS
IN THE GLENMOOR MANOR SUBDIVISION
SECTION 21, DELHI TOWNSHIP**

RESOLUTION #20 –

WHEREAS, The Ingham County Road Department is responsible for placing, maintaining, and when conditions warrants, upgrading, county road intersection control signs and/or devices appropriate for current traffic speed and volumes, sight distance, topography, adjacent development and other current conditions of the given intersection; and

WHEREAS, Road Department engineering staff have reviewed the various intersections in the Centennial Farms residential subdivision in Section 26 of Delhi Township and find that certain intersections therein, listed below in this resolution should currently be signed and/or upgraded as indicated below.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on Hosta Court for eastbound and westbound traffic on Garden Gate Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes the Board Chairperson to sign and date the above mentioned Traffic Control Orders and filing of same with the County Clerk.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE
STOP SIGN TRAFFIC CONTROL ORDERS
IN THE CENTENNIAL FARMS SUBDIVISION
SECTION 21, DELHI TOWNSHIP**

RESOLUTION #20 –

WHEREAS, The Ingham County Road Department is responsible for placing, maintaining, and when conditions warrants, upgrading, county road intersection control signs and/or devices appropriate for current traffic speed and volumes, sight distance, topography, adjacent development and other current conditions of the given intersection; and

WHEREAS, Road Department engineering staff have reviewed the various intersections in GlenMoor Manor residential subdivision in Section 21 of Delhi Township and find that certain intersections therein, listed below in this resolution should currently be signed and/or upgraded as indicated below.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop northbound traffic on Royal Crescent for eastbound and westbound traffic on Somerset Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a Traffic Control Order and placement of the necessary stop sign to stop southbound traffic on Royal Crescent for eastbound and westbound traffic on Somerset Drive.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes the Board Chairperson to sign and date the above mentioned Traffic Control Orders and filing of same with the County Clerk.

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 01/21/2020**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION # 19 – 141
VISITOR INCENTIVE PROGRAMS AT POTTER PARK ZOO**

RESOLUTION #20 –

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #19-141 authorizing visitor incentive programs at Potter Park Zoo; and

WHEREAS, Potter Park Zoo is partnering with the Ingham County Circuit Court Family Division for the Hippity Hop 5K Child Benefit Fund fundraiser; and

WHEREAS, Potter Park Zoo is partnering with the Eaton Conservation District, City of Lansing, Michigan Department of Natural Resources, Arboriculture Society of Michigan, Consumers Energy, and the Michigan State University Federal Credit Union for the 25th annual Arbor Day celebration; and

WHEREAS, the fee for Zoo Days needs to be increased by \$1.00 to cover increasing costs of the event; and

WHEREAS, incentives have the potential to create additional parking, admission, gift shop, and restaurant revenue through increased attendance as well as increased awareness of services at the zoo.

THEREFORE BE IT RESOLVED, that the Board of Commissioners approve amending Resolution #19-141 to include the following visitor incentive programs at the Potter Park Zoo.

New Incentives	Fees
Hippity Hop 5K registered participants (April 5, 2020)	Free Admission
Arbor Day Celebration participants (April 24 & 25, 2020)	Free Parking

Amended Incentive	Current Fee	New Fee
Zoo Days (July) – Increase Admission Rate	Admission \$1.00 per Person with Voucher	Admission \$2.00 per Person with Voucher

BE IT FURTHER RESOLVED, all other fees set by Resolution #19-141 will remain the same as adopted by the Board of Commissioners.

Current Incentives	Fees
Ingham County and City of Lansing Residents	Ingham County and City of Lansing Residents Free Admission 9AM-Noon all Non-Holiday Mondays
Mother's Day (May)	Mothers Free Admission
Father's Day (June)	Fathers Free Admission
Be A Tourist In Your Own Town (June) Greater Lansing Convention and Visitor's Bureau	Free Admission and Parking with Tourist Passport
Fourth of July (July)	Military Free Admission
Grandparent's Day (September)	Grandparents Free Admission
College Day (October)	Free Admission with Valid Student I.D.
Ingham County and City of Lansing Resident's Day (October)	Free Admission
Veteran's Day (November)	Veterans and Families Free Admission
Registered Groups 20+ (April-October)	Admission \$1.00 off per Person
Ingham County School Groups	Admission \$1.00 per Child

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Stivers, Maiville, Naeyaert
Nays: None **Absent:** Koenig **Approved 01/21/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO REVISE RESOLUTION #19-526 AUTHORIZING PARTICIPATION IN THE
2020 TRI-COUNTY REGION AERIAL IMAGERY PARTNER AGREEMENT**

RESOLUTION #20 –

WEREAS, the honorable members of the Ingham County Board of Commissioners through Resolution #19-526 authorized the County's participation in the 2020 Tri-County Region Aerial Imagery Agreement; and

WHEREAS, the Tri-County Regional Planning Commission is coordinating a regional flight of Ingham, Eaton, and Clinton counties in order to produce aerial imagery; and

WHEREAS, Clinton and Eaton counties and the State of Michigan have agreed to participate; and

WHEREAS, participation in this regional project would supply Ingham County and participating local jurisdictions with 12", 6", and/or 3" pixel, true color, leaf off digital orthoimagery; and

WHEREAS, users of this imagery include, but are not limited to, the Equalization/Tax Mapping Department, Environmental Health, 911 Emergency Operations, Economic Development, the Road Department, and the Drain Commissioner's Office; and

WHEREAS, the State of Michigan through its MiSAIL program will partner in this agreement with a contribution of funds of approximately \$14,875 payable to Ingham County.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners wished to reaffirms its acceptance and participation in the 2020 Tri-County Region Imagery Partner Agreement.

BE IT FURTHER RESOLVED, that \$42,375 to cover the cost of Ingham County's participation be moved from the 2020 contingency funding to the appropriate account in the Equalization/Tax Mapping Department budget.

BE IT FURTHER RESOLVED, the County be authorized to accept approximately \$14,875 from the State of Michigan MiSAIL program.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign the necessary letter of agreement with the Tri-County Regional Planning Commission, after approval as to form by the County Attorney.

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

Nays: None **Absent:** Koenig **Approved 01/21/2020**

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE EXTENSION OF RESOLUTION #19-142: THE 2020
SEASONAL REQUIREMENT OF EMULSIFIED ASPHALTS FOR THE ROAD DEPARTMENT**

RESOLUTION #20 –

WHEREAS, the Ingham County Road Department annually purchases various types of emulsified asphalts for placement by the Road department crews in various road maintenance operations and in the Local Road Preservation program; and

WHEREAS, the following are estimated quantities: 5,000 gallons of SS-1H for asphalt pavement tac, 750,000 gallons of HFRS-2M for chip-sealing, 10,000 gallons of AE-90 for spray-patching, 10,000 gallons of Low Tracking Tac, and 15,000 gallons of CM-300 for on-site manufacturing of cold patch; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #48-19, and it is their recommendation, with the concurrence of Road Department staff, to extend the Resolution #19-142 for 2020 construction season, to purchase the HFRS-2M, Low Track Tac and AE-90 emulsions on an as-needed, unit price basis from Bit Mat of Michigan; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #48-19, and it is their recommendation, with the concurrence of Road Department staff, to extend the Resolution #19-142 for the 2020 construction season, to purchase SS-1H emulsion, on an as-needed, unit price basis from Michigan Paving and Materials; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Request for Proposals (RFP) #48-19, and it is their recommendation, with the concurrence of Road Department staff, to extend the Resolution #19-142 for the 2020 construction season, to purchase CM-300 asphalt emulsion, with Pug mill services, on an as-needed, unit price basis from Asphalt Materials Inc.; and

WHEREAS, to award as secondary providers Asphalt Materials Inc. and Michigan Paving & Materials for HFRS-2M and AE-90, in the event the awarded lowest bid providers emulsions fail to meet the required specifications or are unable to provide materials when requested; and

WHEREAS, the Road Department adopted 2020 budget included in controllable expenditures funds for this and other maintenance material purchases; and

WHEREAS, a blanket PO shall be processed with various emulsion purchases from 3 vendors, based on availability of required material and location, with preference based on lowest qualifying bid unit price and a total quantity not to exceed \$1,500,000.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bids, and authorizes the extension of Resolution #19-142 for purchasing of these various types of emulsified asphalts on an as-needed, unit price basis from the Bit Mat of Michigan, Michigan Paving and Materials, and Asphalt Materials based on their qualified bids and/or availability of specified emulsions.

BE IT FURTHER RESOLVED, that the Purchasing Department and the Road Department are hereby authorized to execute purchase orders accordingly with Bit Mat of Michigan, Michigan Paving and Materials, and Asphalt Materials Inc., for purchasing of emulsified asphalts as needed and budgeted, on behalf of the County.

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

Nays: None **Absent:** Koenig **Approved 01/21/2020**

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO COMMIT LOCAL MATCH AND
SUPPORT FEDERAL TAP AND HSIP PROGRAM FUNDING
TO CONSTRUCT A NON-MOTORIZED, SHARED-USE PATHWAY
ON WAVERLY ROAD BETWEEN ST. JOSEPH HWY. AND OLD LANSING RD.**

RESOLUTION #20 –

WHEREAS, the Transportation Alternatives Program (TAP) and Highway Safety Improvement Program (HSIP) are federally funded programs administered in Michigan by the Michigan Department of Transportation (MDOT); and

WHEREAS, Ingham County, in partnership with Lansing Charter Township, Delta Charter Township (Eaton County) and Eaton County, wish to apply for funding through the TAP and HSIP programs to construct a non-motorized, shared use pathway on Waverly Road, between St. Joseph Highway and Old Lansing Road, as part of a project planned in 2020 to reconstruct Waverly Road between St. Joseph Highway and Lansing Road; and

WHEREAS, Waverly Road is on the border line between Eaton and Ingham Counties and between Delta and Lansing Townships, and the proposed pathway would be on the east side of Waverly Road (Lansing Township, Ingham County) between Old Lansing Road and the north side of the Waverly Road / I-496 interchange, and on the west side (Delta Township, Eaton County) between the I-496 interchange and St. Joseph Highway, with a signalized crossing at the I-496 interchange; and

WHEREAS, MDOT requires a formal commitment from Ingham County per this resolution, on behalf of the Ingham County Road Department (ICRD) which is serving as the Act 51 eligible agency as required by the federal program rules, to receive the above mentioned federal funds, to commit the required local match funds, to implement the proposed pathway project, and to designate a qualified individual to act as the County's agent during the project development; and

WHEREAS, Ingham County desires to fund, design, and construct the proposed pathway for the use of the general public and to satisfy all the requirements of the Michigan Department of Transportation (MDOT), the Federal Highway Administration; and

WHEREAS, for better coordination, traffic control, efficiency, and expected cost savings due to larger economy of scale, the proposed Waverly Road reconstruction and related pathway projects are planned to be constructed in a joint contract with MDOT's planned resurfacing of I-496 between the I-96/69 and the I-496/St. Joseph Hwy./Main St. interchanges; and

WHEREAS, given the Waverly Road/I-496 joint contract described above, ICRD and MDOT have tentatively agreed subject to final approval of a necessary project participation agreement to be submitted for Board of Commissioners approval at a later date that MDOT will perform the Construction Engineering on the joint contract at a cost to ICRD of 10% of the Waverly Road and Pathway construction costs, which is an industry typical rate for construction engineering; and

WHEREAS, the costs of the proposed pathway portion of the Waverly Road project are estimated as follows:

Activity	Funding Source	Federal Amount	Ingham County Match	Total
Construction including any permit fees	Federal HSIP	\$315,000	\$35,000	\$350,000
	Federal TAP	\$214,250	\$214,306	\$428,556
Right of way acquisition	Ingham County	0	\$25,444	\$ 25,444
Construction Engineering	Ingham County	0	\$70,000	\$ 70,000
Totals		\$529,250	\$344,750	\$874,000

WHEREAS, the total Ingham County match of \$344,750 shown above has been committed to the subject project out of the Ingham County Trails and Parks millage fund per Ingham County Board of Commissioners Resolution # 19-047 adopted on February 12, 2019; and

WHEREAS, Ingham County attests to the existence of, and commits to, the funds necessary to carry out the subject project as shown above; and

WHEREAS, ICRD engineering staff is designing the proposed pathway as part of designing the Waverly Road reconstruction project; and

WHEREAS, Lansing and Delta Townships, per resolutions they have adopted, or plan to adopt, by their respective governing bodies, commit to owning, operating, funding, and implementing a maintenance program over the life of the portions of the proposed pathway falling on their respective sides of Waverly Road.

THEREFORE BE IT RESOLVED, that Ingham County attests to the existence of, and commits to, the local match funds necessary to carry out the proposed project as described above, including engineering for design and construction, any necessary permit fees, administration costs, cost overruns, and matching funds as shown in the table above.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes Kelly Jones, P.E., Director of Engineering for the Ingham County Road Department, to act on behalf of the Ingham County Board of Commissioners to act as the applicant's agent during the project development.

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

Nays: None **Absent:** Koenig **Approved 01/21/2020**

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ENROLLMENT IN DAVENPORT UNIVERSITY'S
CERTIFICATE OF MANAGEMENT PROGRAM**

RESOLUTION #20 –

WHEREAS, the Institute for Professional Excellence at Davenport University offers a Certificate of Management (COM) program, designed to develop core management skills necessary to increase workforce productivity and performance; and

WHEREAS, this 12-week, 6-session course focuses on the core competencies necessary to building collaboration, promoting trust, and empowering employees to achieve results; and

WHEREAS, new, experienced and aspiring managers will benefit from the COM program as will several recently hired department directors; and

WHEREAS, skill enhancement resulting from program completion will improve efficiency and quality of delivery of services, enhance employee retention and encourage professional development of future leadership; and

WHEREAS, authorizing enrollment in the COM program is in furtherance several 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. Strategy 4: Support employee and professional development.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Human Resources Director to enroll up to twenty (20) Ingham County employees in the COM program at a cost not to exceed \$47,200 from the contingency fund or fund balance.

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.

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

Nays: None **Absent:** Koenig **Approved 01/21/2020**

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION HONORING SAM INGLOT FOR SERVICE AS A
COMMUNITY HEALTH CENTER BOARD OFFICER MEMBER**

RESOLUTION #20 –

WHEREAS, the Ingham County Board of Commissioners acts as a coapplicant with the Ingham Community Health Center Board of Directors for the governance and oversight of the Federally Qualified Health Center network operated through the Health Department; and

WHEREAS, the current Ingham Community Health Center Board of Director, Secretary and Chair of the Membership Committee, Sam Inglot, has honorably completed his term in said positions and has contributed with integrity and commitment to the Health Center mission during his term; and

WHEREAS, Sam Inglot stepped forward to lead a Board recruitment and retention plan which grew the Health Center Board in size and diversity, and facilitated special meetings of the Board with fairness and transparency of process; and

WHEREAS, the Ingham Community Health Center Board and Executive Director wish to recognize Sam Inglot's dedication during his service as a Health Center Board Officer/member; and

WHEREAS, the Health Officer recommends recognizing Sam Inglot's dedication during his service as Health Center Board Officer/member.

THEREFORE BE IT RESOLVED, that the Ingham Community Health Center Board hereby honors Sam Inglot for his years of service as an Ingham Community Health Center Board Officer/member.

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING MIKE ALLEN

RESOLUTION #20 –

WHEREAS, Mike Allen began his employment with Ingham County Health Department in 1989; and

WHEREAS, Mike was hired to initiate two programs in Ingham County, a community outreach program for Radon Education and lead testing of homes in Ingham County identified as having children with elevated blood levels; and

WHEREAS, shortly after his hiring, the role of toxicologist was rolled into his position; and

WHEREAS, Mike has been responsible for the expansion of the Household Hazardous Waste program, emergency response, sound and noise monitoring, lead prevention, radon outreach, mercury spill response, solid waste complaints, mobile home parks, contamination site response, environmental epidemiology, food borne illness outbreaks, indoor air problems, clandestine drug laboratory response, and mosquito tracking; and

WHEREAS, throughout his career he was a key member of the Health and Safety Committee for Ingham County Health Department; and

WHEREAS, in 2015 Mike Allen assumed the role of Prevention and Response Supervisor; and

WHEREAS, during his career Mike was professional, dedicated, knowledgeable and loyal to the Health Department mission of providing quality environmental health programs.

THEREFORE BE IT RESOLVED, that the Board of Commissioners by adoption of this resolution, honors Mike Allen for his outstanding quality of work, his commitment to providing a superior Environmental Health Department for the citizens of Ingham County, and extends their sincere appreciation for his countless contributions, and for the lasting and positive impact he made during his years of dedicated service to Ingham County Health Department.

BE IT FURTHER RESOLVED, that the Board of Commissioners extends to Mike Allen its best wishes for continued success in all his future endeavors.

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADDRESS AND REDUCE IMPLICIT BIAS IN ALL COUNTY DECISION-
MAKING BY DEVELOPING AND INTEGRATING AN EQUITY REVIEW PROCESS AND
HEALTH IN ALL POLICIES APPROACH**

RESOLUTION #20 –

WHEREAS, inequity and discrimination are contrary to the values of Ingham County; and

WHEREAS, Ingham County seeks to avoid implicit bias and unintentional harmful effects when adopting policies and entering into contractual agreements; and

WHEREAS, members of the Ingham County Board of Commissioners' County Services Committee, the Equal Opportunity Commission, the Ingham Community Health Centers Board of Directors, and the Ingham County Board of Health encourage Ingham County to explore and establish best practices to prevent systemic and individual implicit bias in its decision-making and policy; and

WHEREAS, one strategy to reduce implicit bias and operationalize equity is utilizing a Health in All Policies (HiAP) approach to decision-making; and

WHEREAS, the core of a HiAP approach is to integrate a consideration for how cultural and systemic inequity is unintentionally present in the systems created and decisions made by an institution or organization; and

WHEREAS, in addition to improving the health and well-being of all county residents and staff, the adoption of HiAP will also allow the county to uncover inefficiencies and opportunities for collaboration; and

WHEREAS, by adopting a HiAP approach, the Ingham County Board of Commissioners recognizes that all departments have a role to play in promoting health and equity; and

WHEREAS, equity is defined as a fair and just distribution of the social opportunities needed to achieve well-being; and

WHEREAS, the Ingham County Health Department has extensive experience in equity training and is continually seeking innovated ways to apply an equity lens to its own systems and decision making and partner with other organizations seeking to do the same; and

WHEREAS, the Controller's office, in its role as chief fiscal and administrative officer is best positioned to help design the most effective way to implement a county-wide HiAP policy or process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners tasks the Ingham County Controller's Office, Equal Opportunity Committee, and the Health Department to work together and with other departments, agencies and elected officials to develop a plan by May 18th, 2020 and then support the work to operationalize that plan for the application of an equity lens to guide future policies and decision-making across all County departments, thereby reducing unconscious bias in an effort to more fully align with the County's Vision Statement of being a "welcoming, inclusive, peaceful, engaged, healthy, and just community for all residents."

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 01/21/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH STRAUB, PETTITT & YASTE
ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR
COMMUNITY MENTAL HEALTH RENOVATIONS AT THE HUMAN SERVICES BUILDING**

RESOLUTION #20 –

WHEREAS, Community Mental Health would like to renovate and expand the space they occupy at the Human Services Building; and

WHEREAS, the expansion of the space will allow for the Families Forward Program to expand; and

WHEREAS, it is the recommendation of the Facilities Department and Community Mental Health to enter into an agreement with Straub, Pettitt & Yaste Architects who submitted the lowest responsive and responsible proposal of \$29,200.00 for architectural and engineering services for the renovations at the Human Services Building; and

WHEREAS, funds for this project are available from the Community Mental Health maintenance revolving fund line item # 631-26500-931000 and the costs will be reimbursed by Community Mental Health.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Straub, Pettitt & Yaste Architects, 850 North Crooks, Suite 200, Clawson, Michigan 48017 for the architectural and engineering services for the renovations at the Human Services Building for an amount not to exceed \$29,200.00.

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.

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, Naeyaert
Nays: None **Absent:** None **Approved 01/21/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONVERT POSITION # 601307 FROM A HEALTH ANALYST/SYSTEMS ANALYST TO AN ACCOUNTANT – CHC (COMMUNITY HEALTH CENTER)

RESOLUTION #20 –

WHEREAS, Ingham County Health Department's (ICHDs) Ingham Community Health Centers (IHCs) wish to convert position # 601307 from a Health Analyst/Systems Analyst to an Accountant – CHC position; and

WHEREAS, the conversion will enable ICHD Community Health Centers (CHC's) increased capacity and resources to support the CHC's operations; and

WHEREAS, the salary cost of a Health Analyst/Systems Analyst (ICEA PROF 8) ranges from \$57,981 - \$69,605 and the cost of an Accountant – CHC (ICEA – PROF 7) ranges from \$53,159 - \$63,815; and

WHEREAS, the cost savings of converting this position will be \$4,822 - \$5,790; and

WHEREAS, this conversion is supported by the ICEA – Professionals Union; and

WHEREAS, the Ingham County CHC Board of Directors support converting Health Analyst/Systems Analyst Position # 601307 to an Accountant – CHC position for a cost savings up to \$5,790 and will be effective upon approval; and

WHEREAS, the Health Officer supports converting position # 601307 from a Health Analyst/Systems Analyst to an Accountant – CHC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes converting Position # 601307 from a Health Analyst/Systems Analyst (ICEA PROF 8; \$57,981-\$69,605) to an Accountant – CHC (ICEA PROF 7; \$53,159-\$63,815) which will be effective upon approval.

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

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Koenig **Approved 01/21/2020**

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING OFF-SEASON FEES FOR THE INGHAM COUNTY FAIR

RESOLUTION #20 –

WHEREAS, the Ingham County Fairgrounds plans to host off-season rentals; and

WHEREAS, the current fee schedule does not include week day or week night rentals; and

WHEREAS, it is necessary to establish fees for week day and week night rentals; and

WHEREAS, that the Ingham County Fair wishes to impose a fee that is unique to each event based on various factors including but not limited to the time of year, the number of hours of the event, the type of event and location on the grounds being utilized.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the Fairgrounds to impose fees on an individual basis for week day and weeknight events of the rental of the Main Arena and Hoop House as follows:

Location of Service	Fee Description	Target Percent	2020 Fee Range
Fair	Main Arena weekday	100%	\$250.00-\$750.00
Fair	Main Arena week night	100%	\$350.00-\$1,500.00
Fair	Hoop House week day	100%	\$50.00-\$250.00
Fair	Hoop House week night	100%	\$251.00-499.00

BE IT FURTHER RESOLVED, these event fees will be effective for events held from January 28, 2020 through December 31, 2020.

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AMENDING RESOLUTION #19-210 TO ADJUST RENTAL FEES FOR THE
INGHAM COUNTY FAIRGROUNDS**

RESOLUTION #20 –

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners approved fees for the fairgrounds in Resolution #19-210; and

WHEREAS, Resolution 19-210 needs to be amended to reflect the 2020 fair rental prices and increase based on the actual price; and

WHEREAS, the rental fees for 4H Clubs dramatically increased based on an incorrect base fee that was provided; and

WHEREAS, the facility fee dramatically increased based on an incorrect base fee that was provided; and

WHEREAS, the concession and blacksmith fee dramatically increased based on an incorrect base fee that was provided; and

WHEREAS, the one day weekend rental of the main arena was inadequate based on expense; and

WHEREAS, the Fairgrounds is vital in the community for 4H clubs and other community members renting the grounds; and

WHEREAS, the fee structure should reflect the increase based on the accurate figures.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an amendment to the Resolution #19-210 adjusting the fees for rentals of the fairgrounds as follows:

Location of Service	Fee Description	Target Percentage	2019 Fee	2020 Fee
Fair	Saturday 4H Horse show, South End	100%	\$500.00	\$650.00
Fair	Facility Fee- more than 4 shows per year	100%	\$100	\$105.00
Fair	Concessions/Blacksmiths per day for 2/3 days shows	100%	\$25.00	\$26.00

Fair	Main Arena, Single Day	100%	\$2,000.00	\$2,500.00

BE IT FURTHER RESOLVED, that the fees will be applicable until December 31, 2020.

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF THE PROJECT AGREEMENT
FOR A LAND AND WATER CONSERVATION FUND GRANT**

RESOLUTION #20 –

WHEREAS, the Michigan Department of Natural Resources has approved the grant request in the total amount of \$256,500 for the grant application titled Burchfield Park Improvements #26-01803 to the Michigan Natural Resources Land and Water Conservation Fund for accessibility improvements throughout the park for people of all abilities at Burchfield Park, located in Delhi Township; and

WHEREAS, the Land and Water Conservation Fund Grant in the amount of \$256,500 was awarded for park and accessibility improvements at Burchfield Park; and

WHEREAS, these improvements will include accessibility improvements throughout the park including paved parking spaces and paved walkways to connect facilities within the park for people of all abilities, restroom improvements for accessibility and an accessible canoe/kayak launch along the Grand River; and

WHEREAS, the required matching funds of \$256,500 will come from previously appropriated County funds reserved for this purpose as required by the Project's Grant Agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, Ingham County, Michigan, does hereby accept the terms of the Agreement for grant # 26-01803 for accessibility improvements at Burchfield Park as received from the Michigan Department of Natural Resources (DEPARTMENT), and that the Ingham County Board of Commissioners does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide two hundred sixty six thousand five hundred (\$266,500) dollars to match the grant authorized by the DEPARTMENT, (of which \$256,500 is required by the Project's Grant Agreement and authorizes an additional \$10,000 for the topographic survey totaling \$266,500).
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.

5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

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

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$24,170.00 from a line to be determined by the budget office for the Burchfield Park Grant from invoices charged to Lake Lansing South, really meant to be billed to the portion of the contract billed to Burchfield Park, for the prime professional contract with Rowe Professional into line item # 228-75999-974000-9P10.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments to load \$175,700 from the Trails and Parks Millage fund (previously authorized by Board of Commissioners Resolution #18-107) into a line to be established by the Budget office.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to carry over/transfer \$12,000 from line item 228-75999-974000-7P06 into a line to be established by the Budget office.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments to load \$56,300 from the 2020 Trails and Parks Millage fund (previously authorized by Board of Commissioners Resolution #18-107) into a line to be established by the Budget office.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$2,500 from the Parks Department 208 fund balance for the project into a line to be established by the Budget office.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$20,000 match for the Land and Water Conservation Fund grant, as authorized in the 2020 CIP budget request, from the Trail and Park Millage fund into a line to be established by the Budget office.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer the project amount of \$256,500 from the Michigan Department of Natural Resources be available in a line to be established by the Budget office.

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS FOR TRAILS AND PARKS
MILLAGE APPLICATIONS**

RESOLUTION #20 –

WHEREAS, Board of Commissioners Resolution #19-349 approved a fifth round of applications set at a \$2.5 million dollar cap, with no required match: \$750,000 for small shovel ready projects up to a limit of \$125,000, with the remaining \$1,750,000 be for proposals for any community for future planning; and

WHEREAS, the Board of Commissioners will consider all grant applications, even if they are not shovel ready or include future planning; and

WHEREAS, 20 applications were received from Delhi Township (1), City of Lansing (9), Lansing Township (1), Leslie Township (1), Meridian Township (2), City of Williamston (2), Ingham County (3), and the Village of Dansville (1); and

WHEREAS, after careful review and evaluation of the applications by the Park Commission, the Park Commission submits the following ranking shown in Table A for funding of the below applications.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby approves entering into contracts with the following entities designated within the below Table A.

Table A:

Applicant	Project Title	Grant Request	Fund in 2020	Grant Award 2020
Meridian Township	MSU to Lake Lansing Connector, Phase 2b	\$125,000.00	YES	\$125,000.00
City of Williamston	Downtown Water Trailhead & Launch	\$114,969.40	YES	\$114,969.40
Delhi Township	Holt to Mason Trail, Phase 2	\$2,542,890.00	YES	\$2,542,890.00
City of Lansing	Bear Lake Pathway	\$718,889.00	YES	\$718,889.00
City of Lansing	Bridge Rehabilitation (<i>Total: \$1,086,206.15</i>):			\$0.00
City of Lansing	CL-26	\$439,371.57	YES	\$439,371.57
City of Lansing	CL-25	\$71,465.81	YES	\$71,465.81
City of Lansing	CL-24	\$148,669.38	YES	\$148,669.38
City of Lansing	CL-12	\$95,681.42	YES	\$95,681.42
City of Lansing	CL-11	\$61,348.98	YES	\$61,348.98
City of Lansing	CL-28	\$269,669.00	YES	\$269,669.00
Leslie Township	Township Grounds Trail	\$40,000.00	YES	\$65,000.00
City of Lansing	Rivertrail Extension-Saginaw to Oakland	\$142,200.00	YES	\$142,200.00
Meridian Township	Meridian-East Lansing NTT Connection	\$375,000.00	YES	\$375,000.00
Ingham Co.	McNamara Landing	\$125,000.00	YES	\$125,000.00
Ingham Co.	Lake Lansing S. Improvements	\$125,000.00	YES	\$125,000.00
City of Lansing	Red Cedar Water Trail	\$114,580.00	YES	\$114,580.00
City of Williamston	Memorial Park	\$14,000.00	NO	\$0.00
Ingham Co.	Hawk Island Park	\$200,000.00	YES	\$200,000.00
FLRT/City of Lansing	Volunteer Trail Ambassador	\$15,000.00	YES	\$15,000.00
Lansing Township	Bon Air Park Improvements	\$131,555.00	NO	\$0.00
	Amount Requested	\$5,870,289.56		\$5,749,734.56

BE IT FURTHER RESOLVED, that the 70% limitation on allocation of projected future millage revenue imposed by Resolution 17-275 is hereby waived.

BE IT FURTHER RESOLVED, that all work will be completed within two years from the date the contracts are executed.

BE IT FURTHER RESOLVED, that if work is not completed within two years due to delay from awaiting other funding sources that an extension may be requested and negotiated and mutually agreed upon between both parties.

BE IT FURTHER RESOLVED, granting of millage dollars to municipalities may be subject to the acquisition of local or grant match funding awarded when included in the original proposal.

BE IT FURTHER RESOLVED, to require the entity to include signage provided by the Ingham County Parks Department referencing the millage funds during the construction phase, a permanent sign to remain on the site in perpetuity post completion of the project as well as wayfinding signage provided by the County if applicable.

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

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A VISITOR INCENTIVE PROGRAM
FOR THE HAWK ISLAND SNOW TUBING HILL**

RESOLUTION #20 –

WHEREAS, increasing visitation and providing positive visitor experiences at the Ingham County Parks are key elements of our Strategic Plan and Mission; and

WHEREAS, in order to better promote the winter activity of snow tubing at Hawk Island to youth school groups within Ingham County and non-profit organizations, staff developed a visitor promotion for a snow tubing event held between Monday-Thursday evenings to allow schools and non-profit organizations to fund raise while also providing increased revenue for the Parks Department; and

WHEREAS, schools and non-profit organizations would receive back up to 25% of the revenue collected on snow park ticket sales for their schools' or non-profit organization's designated evening.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the visitor incentive program for a snow tubing event at Hawk Island held between Monday-Thursday evenings to allow youth school groups within Ingham County and non-profit organizations to fund raise while also providing increased revenue for the Parks Department.

BE IT FURTHER RESOLVED, that schools and non-profit organizations would receive back up to 25% of the revenue collected on snow park ticket sales for their schools' designated evening.

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF GRANT FUNDS FROM
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES AND
STATE OF MICHIGAN LOCAL COMMUNITY STABILIZATION AUTHORITY**

RESOLUTION #20 –

WHEREAS, Ingham County Health Department wishes to accept grant funds from Michigan Department of Health & Human Services (MDHHS) and State of Michigan Local Community Stabilization Authority (LCSA) in the amount of \$356,809.00; and

WHEREAS, the funds will be used for reimbursement of reasonable and allowable costs of required and allowable health services as described in MCL 333.2475; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the acceptance of these funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of these funds.

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A COLLABORATIVE SERVICES AND REFERRAL
AGREEMENT WITH COMMUNITY MENTAL HEALTH OF CLINTON, EATON,
AND INGHAM COUNTIES**

RESOLUTION #20 –

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into a collaborative, services and referral agreement with Community Mental Health of Clinton, Eaton, and Ingham Counties (CMH-CEI) for mental health therapist services, effective February 1, 2020 through January 31, 2021; and

WHEREAS, this agreement will include an additional .25 FTE of a Mental Health Therapist Supervisor time as well as a 1.00 FTE CMH Coordinator position; and

WHEREAS, ICHD has maintained a collaborative, services and referral agreement with CMH-CEI for mental health therapist services for behavioral health and substance abuse services referral and care coordination since 2012 with resolution 12-228, followed by resolutions 15-350, 16-147, 16-445, 18-446 and 18-494; and

WHEREAS, the total cost of the agreement shall not exceed \$859,096 annually; and

WHEREAS, \$720,000 will be covered by the FY20 budget and the .25 FTE increase of \$38,875 (for the MHT bringing that position's total to \$155,500) will be covered by Integrated Behavioral Health Grant funds, and the CMH-CEI Coordinator cost of \$100,221 will be funded by the Community Health Center operating fund; and

WHEREAS, Ingham Community Health Center Board of Directors supports entering into a collaborative, services and referral agreement with Community Mental Health of Clinton, Eaton, and Ingham Counties (CMH-CEI) for mental health therapist services in an amount totaling \$859,096, effective February 1, 2020 through January 31, 2021; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into a collaborative, services and referral agreement with Community Mental Health of Clinton, Eaton, and Ingham Counties (CMH-CEI) for mental health therapist services in an amount totaling \$859,096, effective February 1, 2020 through January 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a collaborative, services and referral agreement with Community Mental Health of Clinton, Eaton, and Ingham Counties (CMH-CEI) for mental health therapist services in an amount totaling \$859,096, effective February 1, 2020 through January 31, 2021.

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

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY FOR F Y 2019-2020**

RESOLUTION #20 –

WHEREAS, Ingham County Health Department (ICHHD) wishes to partner with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to conduct environmental monitoring and inspections of EGLE Non-Community programs effective October 1, 2019 through September 30, 2020; and

WHEREAS, EGLE will reimburse ICHHD for expenses related to monitoring and inspection services; and

WHEREAS, this practice began after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Department of Environment, Great Lakes, and Energy; and

WHEREAS, EGLE proposes to clarify the responsibilities for some environmental services and arrange to purchase environmental monitoring and inspection services from the Ingham County Health Department (ICHHD); and

WHEREAS, the Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with EGLE.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with EGLE for Non-Community Programs.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED that EGLE shall reimburse ICHHD up to \$34,793.00 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program – up to \$26,368
- Drinking Water Long-Term Monitoring – up to \$1,100
- Public Swimming Pools – up to \$5,600
- Campground Requirements – up to \$225
- Capacity Development and Source Water Assessment - up to \$1,500

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #19-410 WITH
INTELLIGENT MEDICAL OBJECTS, INC.**

RESOLUTION #20 –

WHEREAS, Ingham County Health Department (ICHD) wishes to amend resolution #19-410 with Intelligent Medical Objects, Inc. (IMO) to a one year agreement instead of a three year agreement, effective February 1, 2020 through January 31, 2021; and

WHEREAS, IMO offers Problem IT Terminology Services which provide advanced user-friendly term search functionality to assist providers and clinicians in identifying terminology to document patient diagnosis and histories within Next Gen; and

WHEREAS, IMO's service is compatible, is recommended for use with Next Gen, and will enhance the efficiency of the diagnostic code search function in Next Gen to ensure quality patient care; and

WHEREAS, the cost of the service includes a one-time implementation fee of \$2,500 for installation, updates, enhancements, material data updates and new versions into the service, and consulting services to be provided by IMO over the one year agreement period; and

WHEREAS, the cost of service also includes a licensing fee of \$7,500 bringing the overall cost to \$10,000; and

WHEREAS, these costs will be covered through the Community Health Center FY20 budget; and

WHEREAS, the Ingham Community Health Center Board of Directors supports amending resolution #19-410 with Intelligent Medical Objects, Inc. (IMO) to a one year agreement effective February 1, 2020 through January 31, 2021 in an amount totaling \$10,000; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize amending resolution #19-410 with Intelligent Medical Objects, Inc. (IMO) to a one year agreement effective February 1, 2020 through January 31, 2021 in an amount totaling \$10,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending resolution #19-410 with Intelligent Medical Objects, Inc. (IMO) to a one year agreement effective February 1, 2020 through January 31, 2021 in an amount totaling \$10,000.

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.

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
HOSPITAL NETWORK HEALTHCARE SERVICES**

RESOLUTION #20 –

WHEREAS, Ingham County Health Department (ICHD) wishes to continue an agreement with Hospital Network Healthcare Services (HNHS) to provide medical waste disposal effective February 1, 2020 through January 31, 2022; and

WHEREAS, ICHD is required to properly dispose of potentially infectious medical waste; and

WHEREAS, ICHD has maintained an agreement with HNHS for medical waste management and disposal since 2016 through resolution #16-408; and

WHEREAS, funds are included in the FY20 budget at a cost of \$6,700 annually; and

WHEREAS, waste disposal containers under the HNHS contract are 1-3 containers at \$50 each, 4-8 containers at \$40 each, and nine or more containers at \$35 each; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Hospital Network Healthcare Services for providing medical waste disposal effective February 1, 2020 through January 31, 2022 in an amount totaling \$6,700 annually; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Hospital Network Healthcare Services for providing medical waste disposal effective February 1, 2020 through January 31, 2022 in an amount totaling \$6,700 annually.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Hospital Network Healthcare Services for providing medical waste disposal effective February 1, 2020 through January 31, 2022 in an amount totaling \$6,700 annually.

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH POSSIBILITIES FOR CHANGE

RESOLUTION #20 –

WHEREAS, Ingham County Health Department (ICHD) wishes to continue an agreement with Possibilities for Change (P4C) in an amount totaling \$8,500 effective February 1, 2020 through January 31, 2022; and

WHEREAS, P4C is the system used to provide Rapid Assessment for Adolescent Preventative Services (RAAPS) in the schools and school based health centers; and

WHEREAS, ICHD has maintained an agreement with Possibilities for Change (P4C) to provide Rapid Assessment for Adolescent Preventative Services (RAAPS) in the schools and school based health centers since 2016; and

WHEREAS, the overall cost shall not exceed \$8,500; and

WHEREAS, the FY20 budget covers the cost of the original three sites (Sexton, Eastern, Willow), and the three new sites (Gardner, Everett, Pattengill) are covered by the Child and Adolescent Health Center Behavioral Health Expansion Program; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Possibilities for Change (P4C) in an amount totaling \$8,500 effective February 1, 2020 through January 31, 2022; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Possibilities for Change (P4C) in an amount totaling \$8,500 effective February 1, 2020 through January 31, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Possibilities for Change (P4C) in an amount totaling \$8,500 effective February 1, 2020 through January 31, 2022.

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH RAPID SHRED

RESOLUTION #20 –

WHEREAS, Ingham County Health Department (ICHD) wishes to amend its current agreement with Rapid Shred for document shredding services at all Health Center locations, consolidating under (1) one agreement for an amount not to exceed \$9,000 annually effective February 1, 2020 through January 31, 2022 and to renew automatically; and

WHEREAS, Ingham Community Health Centers (IHCs) generate paper documents containing protected health information and other records which must be disposed and destroyed in accordance with HIPAA Law and public record ordinances; and

WHEREAS, ICHD currently uses three vendors within its health centers for such services, including Shred-It, Friedland, and Rapid Shred; and

WHEREAS, Rapid Shred has been determined to be the most cost effective and reliable solution for document shredding services; and

WHEREAS, Rapid Shred is a current vendor through the State of Michigan MiDeal Extended Purchasing Program, of which Ingham County maintains a discounted service MiDeal contract. (Contract #071B7700160); and

WHEREAS, Ingham County's Purchasing Director has confirmed that Rapid Shred is exempt from the County's purchasing policy requiring a RFP or other competitive bidding; and

WHEREAS, Rapid Shred's services fees including secure document collection, transport, and destruction for all eight ICHC locations shall not exceed \$9,000 annually; and

WHEREAS, the costs shall be covered by the FY20 budget; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Rapid Shred for document shredding services in an amount not to exceed \$9,000 annually effective February 1, 2020 through January 31, 2022 and to renew automatically; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Rapid Shred for document shredding services in an amount not to exceed \$9,000 effective February 1, 2020 through January 31, 2022 and to renew automatically.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Rapid Shred for document shredding services in an amount not to exceed \$9,000 effective February 1, 2020 through January 31, 2022 and to renew automatically.

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #18-312 AGREEMENT WITH REGLANTERN™

RESOLUTION #20 –

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wishes to amend resolution #18-312 with RegLantern™ in an amount not to exceed \$8,000 effective February 1, 2020 through July 1, 2020; and

WHEREAS, the RegLantern platform is designed to help establish and maintain compliance with health center program regulations, authorized by section 330 of the Public Health Service (PHS) Act; and

WHEREAS, this amendment will provide a Mock Compliance Review for an additional \$8,000 in preparation for the Ingham CHC Operational Site Visit with HRSA in March 2020; and

WHEREAS, future findings of non-compliance may pose risk to ICHD's good standing and access to HRSA funds; and

WHEREAS, the cost of this amendment will be a onetime fee of \$8,000 for a Mock Compliance Review to take place within the designated timeframe; and

WHEREAS, the cost will be covered by the CHC Operational Funding Reserve; and

WHEREAS, the Health Officer and ICHC's Board of Directors recommend amending Resolution #18-312 with RegLantern™ effective February 1, 2020 through July 1, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #18-312 with RegLantern effective February 1, 2020 through July 1, 2020.

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

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH UPTODATE, INC.

RESOLUTION #20 –

WHEREAS, Ingham County Health Departments (ICHHD) wishes to enter into an agreement with UpToDate, Inc. in an amount totaling \$9,350 effective February 1, 2020 through January 31, 2021; and

WHEREAS, UpToDate is an online database that is accessed via subscription; and

WHEREAS, the UpToDate Anywhere license contains evidence-based content made available to clinicians at home, at the office, or even a patient's bedside; and

WHEREAS, UpToDate offers assistance on topics covering general internal medicine, more than 20 specialties, and more than 1500 patient education topics; and

WHEREAS, UpToDate provides CEU credit to licensed medical professionals, which provides an alternative to conference costs, out of state travel expenses and conference CEU credits; and

WHEREAS, utilizing UpToDate will improve quality and safety of care; and

WHEREAS, the fees for an UpToDate subscription, including UpToDate advanced and UpToDate Anywhere, totals \$9,350 and will be covered by the Community Health Center operational funding reserve; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with UpToDate, Inc. in an amount totaling \$9,350 effective February 1, 2020 through January 31, 2021; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with UpToDate, Inc. in an amount totaling \$9,350 effective February 1, 2020 through January 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with UpToDate, Inc. in an amount totaling \$9,350 effective February 1, 2020 through January 31, 2021.

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

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

HUMAN SERVICES: The Human Services Committee will meet on 01/27/2020

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

Nays: None **Absent:** Tennis **Approved 01/22/2020**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO HONOR LIEUTENANT DENNIS HULL
OF THE INGHAM COUNTY SHERIFF'S OFFICE**

RESOLUTION #20 –

WHEREAS, Lieutenant Dennis Hull has been a distinguished member of the Law Enforcement Community since 1996; and

WHEREAS, Lieutenant Dennis Hull began his career with the Ingham County Sheriff's Office as a Deputy Sheriff in 1996. From 1996 to 2007, Lieutenant Hull served the Sheriff's Office in the Corrections Division, Field Services Division County Patrol, and Delhi Division Community Business Officer; and

WHEREAS, in 2007, Dennis Hull was promoted to the rank of Detective where he worked in the Delhi Division; and

WHEREAS, in 2008, Dennis Hull was promoted to the rank of Sergeant where until 2014 he served a Field Services Supervisor, Delhi Division Supervisor and Detective Bureau supervisor; and

WHEREAS, in 2014, Dennis Hull was promoted to the rank of Lieutenant where he supervised in Staff Services Division, Delhi Division and Field Services Divisions; and

WHEREAS, in 2017 Lieutenant Hull attended the FBI National Academy Session 269; and

WHEREAS, during his long distinguished career serving the citizens of Ingham County, Lieutenant Hull served at the highest level of professionalism and dedication, setting the standard for other Law Enforcement professionals in the Capital Area; and

WHEREAS, during his law enforcement career, Lieutenant Hull has been recognized numerous times for performance that improved the lives of citizens and the reputation of this organization; and

WHEREAS, after 23 years of dedicated service to the citizens of Ingham County, Lieutenant Dennis Hull is retiring from his law enforcement career on December 31, 2019.

THEREFORE IT BE RESOLVED, that the Ingham County Board of Commissioners hereby honors Lieutenant Dennis Hull for 23 years of dedicated police service to the citizens of Ingham County and the great State of Michigan while wishing him continued success in all of his future endeavors.

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO HONOR LIEUTENANT DANIELLE PATRICK
OF THE INGHAM COUNTY SHERIFF'S OFFICE**

RESOLUTION #20 –

WHEREAS, Lieutenant Danielle Patrick has been a distinguished member of the Law Enforcement Community since 1995; and

WHEREAS, Lieutenant Danielle Patrick began her career with the Ingham County Sheriff's Office as a Deputy Sheriff/Paramedic in 1995, and from 1995 to 2002, Lieutenant Patrick served the Sheriff's Office in the Corrections Division, Field Services Division County Patrol, and the Delhi Division as a Community Policing Officer; and

WHEREAS, in 2002, Lieutenant Danielle Patrick was promoted to the rank of Sergeant where she worked in the newly formed Volunteer/Staff Services Division, as a road patrol Supervisor in both Delhi Township and County Patrol, as a Community Policing Supervisor, as the Training Unit Commander, and as the Honor Guard Commander; and

WHEREAS, in 2012, Lieutenant Danielle Patrick was promoted to the rank of Lieutenant where she served in the Corrections Division; and

WHEREAS, in 2018, Lieutenant Danielle Patrick was transferred to the Staff Services Division where she supervised the Detective Bureau, Training Unit, Transports, Courts, Central Records, all Sheriff's Office volunteers, and was responsible for the successful overhaul of all evidence and property procedures; and

WHEREAS, during her long distinguished career serving the citizens of Ingham County, Lieutenant Danielle Patrick served at the highest level of professionalism and dedication, setting the standard for other Law Enforcement professionals in the Capital Area; and

WHEREAS, during her law enforcement career, Lieutenant Danielle Patrick has been recognized numerous times for performance that improved the lives of citizens and the reputation of the organization; and

WHEREAS, after 25 years of dedicated service to the citizens of Ingham County, Lieutenant Danielle Patrick is retiring from her law enforcement career on January 17th 2020.

THEREFORE IT BE RESOLVED, that the Ingham County Board of Commissioners hereby honors Lieutenant Danielle Patrick for 25 years of dedicated police service to the citizens of Ingham County and the great State of Michigan while wishing her continued success in all of her future endeavors.

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING JUDGE LAURA BAIRD

RESOLUTION #20 –

WHEREAS, Laura Baird has dedicated her career to serving those in need, first representing parents and children as an Associate Attorney with the Family Law Clinic of Lansing and then establishing a successful family law practice with her husband, George Zulakis, in Okemos in 1980; and

WHEREAS, her desire to help those less fortunate inspired her involvement with the Tri-County Community Advocates from 1982 through 2002 and the Clinton-Eaton-Ingham Community Mental Health Board from 1993 through 1994; and

WHEREAS, in 1992 she was elected to serve as a member of the Ingham County Board of Commissioners where she represented the citizens of Ingham County in District 11 in 1993 and 1994; and

WHEREAS, Judge Baird was elected to serve as a member of the Michigan House of Representatives in 1995 representing the 70th District from 1996 through 2000; and

WHEREAS, as a State Representative she played a major role in the Revision of Michigan's Mental Health Code in 1995, enactment of the Family Court Act in 1996, enactment of the Estate and Protected Individuals Code (EPIC) in 1998, and the Lt. Governor's Child Protection Legislation of 1998; and

WHEREAS, as Chairperson of the House Mental Health Committee, she held multiple public hearings and subsequently issued a Report and Recommendations on the Governor's Proposed Closure of the Detroit Psychiatric Institute, Pheasant Ridge Center and Clinton Valley Center in April 1997; and

WHEREAS, in 2000 Judge Baird was elected to the 30th Judicial Circuit Court in Ingham County, where she has served for the past 19 years where she has continued her efforts to protect families and children, both in her courtroom and throughout the State; and

WHEREAS, Judge Baird has served as Chair of the Legislative Committee of the Michigan Judge's Association, she helped and her leadership was recognized by her colleagues when she was elected to serve as President of the Michigan Judge's Association in 2016; and

WHEREAS, in 2017 she was involved in the creation of "Phoenix Court", Michigan's first juvenile court program to help child victims of sexual exploitation; and

WHEREAS, during her years on the bench, Judge Baird also served as Chief Circuit Judge Pro Tempore.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Judge Laura Baird on the event on her retirement and extends its sincere appreciation to Judge Baird for her dedication and commitment to help those in need and improving the quality of life for the citizens of Ingham County.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING JODI LEBOMBARD

RESOLUTION #20 –

WHEREAS, Animal Control Officer Jodi LeBombard first came to work at the Ingham County Animal Control and Shelter as an Animal Control Officer in March 2009; and

WHEREAS, as an Animal Control Officer, Ms. LeBombard served primarily as the Department's Animal Cruelty Investigator; and

WHEREAS, Ms. LeBombard was the recipient of the 2013 National Animal Control Officer of the Year Award, selected from hundreds of nominees across the United States due to her outstanding efforts in the field of animal control work; and

WHEREAS, Ms. LeBombard served as Ingham County's Lead Animal Control Officer from April 2016 until June 2018, at which time she left the department to pursue career advancement; and

WHEREAS, Ms. LeBombard, upon appointment by the Board of Commissioners, returned to Ingham County Animal Control and Shelter as Director in October 2018; and

WHEREAS, Ms. LeBombard successfully oversaw the opening of the new Ingham County Animal Control Shelter in April 2019; and

WHEREAS, during her tenure as director, Ms. LeBombard worked to reinstate on call after hours shifts for Animal Control Officers, to codify standard operating procedures, to increase volunteer, adoption and fundraising activities at the Shelter, to create a Lost/Found Pet System for the Department's web page with the IT Department, and to enhance licensing efforts with the Treasurer's Office; and

WHEREAS, Ms. LeBombard has used her exceptional skill, dedication, compassion and tenacity to assist and educate people, to help and protect animals, and to enforce the law; and

WHEREAS, Ms. LeBombard's extraordinary work will have a lasting impact on the Animal Control Department and Ingham County as a whole.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Jodi LeBombard for her dedicated service of over 10 years to the County of Ingham.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners takes this opportunity to acknowledge and extend its gratitude for the contributions that Jodi LeBombard has made to the County of Ingham throughout her employment at the Ingham County Animal Control and Shelter.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners wishes Jodi LeBombard great success and happiness in her future endeavors.

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None Absent: None **Approved 01/16/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE SF MOBILE VISION QUOTE TO PURCHASE
28 DIGITAL IN-CAR CAMERA SYSTEMS FOR UPDATING THE SHERIFF'S OFFICE
IN-CAR CARERAS IN ALL PATROL VEHICLES**

RESOLUTION #20 –

WHEREAS, the Ingham County Sheriff's Office wishes to purchase 28 new digital in-car camera systems from SF Mobile Vision, Inc. for in-car video systems in all patrol vehicles; and

WHEREAS, the current in-car camera systems are over 5 years old and are in need of replacement due to age and technology updates; and

WHEREAS, the in-car camera systems are High Definition (HD) Digital quality and will work more efficiently with the new server, software and associated equipment purchased in 2017; and

WHEREAS, the Ingham County Sheriff's Office has budgeted under Capital Improvements funding to purchase 28 new HD Digital Quality In-car Camera Systems from SF Mobile Vision to replace the outdated in-car camera systems.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Sheriff's Office to purchase 28 new HD Digital In-car Camera Systems from SF Mobile Vision for a cost not to exceed \$138,194.00. The funds for this purpose will come from the Equipment Revolving Fund (664-30199-978000).

BE IT FURTHER RESOLVED, that the Controller/Administrator's Office is authorized to make the necessary budget adjustments and the Purchasing Department is authorized to issue the necessary purchase order or purchase documents needed.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING BETWEEN THE TRI-COUNTY METRO NARCOTICS SQUAD AND THE INGHAM COUNTY PROSECUTOR'S OFFICE
UNDER THE 2020 BYRNE JAG GRANT**

RESOLUTION #20 –

WHEREAS, the Tri-County Metro Narcotics Squad (TCM) has been approved under the 2020 Byrne Jag Grant Program “*Building Investigative Capacity to Combat Heroin and Opioids*” to disburse \$28,000 in funds to the Ingham County Prosecutor’s Office (ICPO) for the fiscal year of October 1, 2019 through September 30, 2020; and

WHEREAS, the primary goal of the grant program is to focus on prescription provider diversion investigations to reduce overdoses, deaths, and other criminal activity related to the sale and distribution of heroin and opioids in Ingham County and the surrounding area; and

WHEREAS, ICPO currently assists TMC with the investigation and prosecution of controlled substance cases without financial remuneration and ICPO has agreed to assign a dedicated assistant prosecuting attorney to the investigation, warrant review, and prosecution of cases under the grant program; and

WHEREAS, the grant funding would assist ICPO to more efficiently meet its constitutional and statutory obligations to provide timely discovery in criminal matters; and

WHEREAS, the funds will be divided into four quarterly disbursements of \$7,000 during the fiscal year and those quarters end December 31, 2019, March 31, 2020, June 30, 2020 and September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of the proposed agreement for the Tri-County Metro Narcotics Squad to disburse \$28,000 to the Ingham County Prosecutor’s Office under the 2020 Byrne Jag Grant Program “*Building Investigative Capacity to Combat Heroin and Opioids.*”

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

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT FOR DELINQUENCY ATTORNEY SERVICES

RESOLUTION #20 –

WHEREAS, the Circuit Court Juvenile Division, by statute and Constitution, must provide legal counsel to juveniles in delinquency cases who are indigent; and

WHEREAS, the Circuit Court Juvenile Division, to reduce cost for attorney fees and provide consistent and efficient legal services for juveniles, has contracted with attorneys; and

WHEREAS, the 2020 budget approved by the Board of Commissioners, authorizes funds to contract with specific attorneys to provide legal representation; and

WHEREAS, the attorneys are selected by the judiciary based on exceptional qualifications, such as good standing with the State Bar of Michigan, familiarity with this specific area of law, and a well-known reputation for zealously advocating for their clients; and

WHEREAS, Attorney Robert Ochodnický has been providing legal counsel for juvenile delinquency cases assigned to Judge Richard J. Garcia; and

WHEREAS, in calendar year 2019, Attorney Robert Ochodnický was paid \$1,271.14 monthly; and

WHEREAS, in order to provide competitive compensation for attorney services, the Juvenile Division intends to increase compensation for Attorney Robert Ochodnický by 2%; and

WHEREAS, if authorized the Circuit Court Juvenile Division would compensate Attorney Robert Ochodnický to provide legal representation for delinquency cases assigned to Judge Richard J. Garcia, effective January 1, 2020 through December 31, 2020 in the amount of \$1,296.56 per month, not to exceed \$15,558.75.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Robert Ochodnický, for Judge Richard J. Garcia's delinquency cases, at \$1,296.56 per month, not to exceed \$15,558.72. The contract would be effective 01/01/2020 through 12/31/2020.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH HOUSE ARREST SERVICES INC.
FOR ELECTRONIC MONITORING**

RESOLUTION #20 –

WHEREAS, the Circuit Court Juvenile Division has utilized House Arrest Services Inc. for electronic monitoring of juvenile offenders; and

WHEREAS, the Circuit Court Juvenile Division has had a per diem contract with House Arrest Services to pay for GPS Tethers and Electronic Alcohol Monitoring; and

WHEREAS, more emphasis is being placed on utilizing electronic monitoring as a best practice to treat juvenile offenders in the community in order to reduce the population at Ingham County Youth Center; and

WHEREAS, although the per diem amounts for electronic monitoring have decreased, there has been a significant increase in the number of youth placed on electronic monitoring; and

WHEREAS, the Circuit Court Juvenile's Division's 2020 budget includes \$40,000 for the use of electronic monitoring equipment; and

WHEREAS, the cost for using electronic monitoring equipment is State Child Care Fund reimbursable.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract not to exceed \$40,000.00 with House Arrest Services Inc. for electronic monitoring for the time period of October 1, 2019 through September 31, 2020.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH INGHAM INTERMEDIATE SCHOOL DISTRICT FOR EDUCATIONAL INSTRUCTION AT THE INGHAM ACADEMY

RESOLUTION #20 –

WHEREAS, the Ingham Academy is a partnership between the Circuit Court Juvenile Division, Highfields Inc., Peckham Inc. and Ingham Intermediate School District; and

WHEREAS, the Circuit Court Juvenile Division has utilized Ingham Intermediate School District to provide educational instruction at the Ingham Academy since September of 2007; and

WHEREAS, Ingham Intermediate School District provides the Ingham Academy with highly qualified teachers and paraprofessionals for each of the six classrooms; and

WHEREAS, the 2020 budget approved by the Board of Commissioners, authorizes funds to contract with the Ingham Intermediate School District; and

WHEREAS, the contract amount is based on 80 students being enrolled in the Ingham Academy and the Ingham Intermediate School District receiving per pupil funding through the State School Aid Act; and

WHEREAS, per the contract language, the Ingham Intermediate School District bills the Circuit Court Juvenile Division the actual cost associated with the Ingham Academy based on the cost of the program less the revenue received from the State School Aid Act; and

WHEREAS, the cost of this contract is funded 50% by the Juvenile Justice Millage and 50% by the State Child Care Fund; and

WHEREAS, the students who attend the Ingham Academy are ordered by the Circuit Court Juvenile Division; and

WHEREAS, the Circuit Court Juvenile Division is requesting a 2.1% increase to the contract with the Ingham Intermediate School District for the 2020 budget year due to an increase in cost for personnel; and

WHEREAS, the Circuit Court Juvenile Division and the Ingham Intermediate School District have worked together to implement cost saving measures throughout the 2019/2020 school year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract in an amount not to exceed \$486,920 with Ingham Intermediate School District for educational instruction at the Ingham Academy for the time period of October 1, 2019 through September 31, 2020.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH ATTORNEY KAITLIN FISH FOR
LAWYER GUARDIAN AD LITEM AND TRUANCY COURT LEGAL REPRESENTATION**

RESOLUTION #20 –

WHEREAS, the Circuit Court Juvenile Division, by statute and Constitution, must provide Lawyer Guardian Ad Litem representation for children in neglect and abuse cases; and

WHEREAS, the Circuit Court Juvenile Division, by statute and Constitution, must provide legal counsel to juveniles in delinquency cases who are indigent; and

WHEREAS, the Circuit Court Juvenile Division, to reduce cost for attorney fees and provide consistent and efficient legal representation for children, has contracted with specialized attorneys; and

WHEREAS, the 2020 budget approved by the Board of Commissioners, authorizes funds to contract with attorneys to provide legal representation; and

WHEREAS, the specialized attorneys are selected by the judiciary based on exceptional qualifications, such as good standing with the State Bar of Michigan, familiarity with this specific area of law and a well-known reputation for zealously advocating for their clients; and

WHEREAS, it is recommended that Attorney Kaitlin Fish continue providing Lawyer Guardian Ad Litem representation for neglect and abuse cases assigned to Judge Richard J. Garcia at a rate not to exceed \$45,000.00 for calendar year 2020; and

WHEREAS, in order to provide competitive compensation for attorney services, the Juvenile Division intends to increase compensation for representation of cases assigned to the Truancy Court program by 2%; and

WHEREAS, it is recommended that Attorney Kaitlin Fish continue providing legal representation of truancy cases assigned to the Truancy Court program at a rate not to exceed \$10,200.00 for calendar year 2020; and

WHEREAS, the Circuit Court Juvenile Division received a grant from the Michigan Department of Health and Human Services to increase the quality of legal representation for neglect and abuse cases; and

WHEREAS, the grant from the Michigan Department of Health and Human Services allows the Circuit Court Juvenile Division to distribute funds to a Lawyer Guardian Ad Litem for training, legal research, and collateral and vertical case representation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Kaitlin Fish for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Judge Richard J. Garcia at a rate of \$3,750.00 per month and legal representation of cases assigned to Truancy Court at a rate of \$850.00 per month, not to exceed \$55,200.00 for calendar year 2020.

BE IT FURTHER RESOLVED, that the Circuit Court Juvenile Division is authorized to provide Attorney Kaitlin Fish web based legal research and court rules at a rate not to exceed \$2,000.00 for calendar year as budgeted in the Michigan Department of Health and Human Services grant.

BE IT FURTHER RESOLVED, that the Circuit Court Juvenile Division is authorized to provide additional payments to Attorney Kaitlin Fish, not to exceed \$132,928.00 for calendar year 2020, for vertical and collateral case representation on neglect and abuse cases as budgeted in the Michigan Department of Health and Human Services grant.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT FOR
LAWYER GUARDIAN AD LITEM REPRESENTATION**

RESOLUTION #20 –

WHEREAS, the Circuit Court Juvenile Division, by statute and Constitution, must provide Lawyer Guardian Ad Litem representation for children in neglect and abuse cases; and

WHEREAS, the Circuit Court Juvenile Division, to reduce cost for attorney fees and provide consistent and efficient legal services for children, has contracted with specialized Lawyers Guardian Ad Litem; and

WHEREAS, the 2020 budget approved by the Board of Commissioners, authorizes funds to contract with specialized attorneys to provide legal representation; and

WHEREAS, the specialized attorneys are selected by the judiciary based on exceptional qualifications, such as good standing with the State Bar of Michigan, familiarity with this specific area of law and a well-known reputation for zealously advocating for their clients; and

WHEREAS, the Circuit Court Family Division caseloads are weighted differently by Judge; and

WHEREAS, it is recommended that Attorney Annette Skinner continue providing Lawyer Guardian Ad Litem council for neglect and abuse cases assigned to Judge Janelle A. Lawless at a rate not to exceed \$50,000.00 a year for calendar year 2020; and

WHEREAS, it is recommended that Attorney Michael Staake continue providing Lawyer Guardian Ad Litem council for neglect and abuse cases assigned to Judge Laura Baird at a rate not to exceed \$50,000.00 a year for calendar year 2020; and

WHEREAS, it is recommended that Attorney Michael Van Huysse continue providing Lawyer Guardian Ad Litem council for neglect and abuse cases assigned to Judge Shauna Dunnings at rate not to exceed \$45,000.00 for calendar year 2020; and

WHEREAS, the Circuit Court Juvenile Division received a grant from the Michigan Department of Health and Human Services to increase the quality of legal representation for neglect and abuse cases; and

WHEREAS, the grant from the Michigan Department of Health and Human Services allows the Circuit Court Juvenile Division to distribute funds to a Lawyer Guardian Ad Litem for training, legal research, and collateral and vertical case representation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Annette Skinner for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Judge Janelle A. Lawless at a rate of \$4,166.66 a month, not to exceed \$50,000.00 for calendar year 2020.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Michael Staake for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Judge Laura Baird at a rate of \$4,166.66 a month, not to exceed \$50,000.00 for calendar year 2020.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners is hereby authorized to enter into a contract with Attorney Michael Van Huisse for Lawyer Guardian Ad Litem representation on neglect and abuse cases assigned to Judge Shauna Dunnings at a rate of \$3,750.00 a month, not to exceed \$45,000.00 for calendar year 2020.

BE IT FURTHER RESOLVED, that the Circuit Court Juvenile Division is authorized to provide web based legal research and court rules at a rate not to exceed \$2,000.00 per attorney per calendar year as budgeted in the Michigan Department of Health and Human Services grant.

BE IT FURTHER RESOLVED, that the Circuit Court Juvenile Division is authorized to provide additional payments to Attorney Annette Skinner, Attorney Michael Staake and Attorney Michael Van Huisse, not to exceed \$132,928.00 for calendar year 2020, for vertical and collateral case representation on neglect and abuse cases as budgeted in the Michigan Department of Health and Human Services grant.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH PECKHAM INC. FOR THE
PECKHAM FOOTPRINTS GROUP HOME**

RESOLUTION #20 –

WHEREAS, the Peckham Footprints Group Home is a six bed residential facility that operates programming for moderate to high risk female juvenile offenders; and

WHEREAS, the Peckham Footprints Group Home has been a collaboration between the Circuit Court Juvenile Division and Peckham Inc. since 2005; and

WHEREAS, the Peckham Footprints Group Home is able to treat juveniles in the community and follows best practice standards including cognitive behavioral groups; and

WHEREAS, despite girls who attend the Peckham Footprints Group Home being higher risk on the Youth Level of Service risk assessment, they recidivate at lower rates than juveniles in both the delinquency and truancy divisions; and

WHEREAS, due to rising costs of programming, the Circuit Court Juvenile Division is recommending increasing the contract amount to \$558,705.00 for the time period of October 1, 2019 through September 30, 2020; and

WHEREAS, the cost of this contract is funded 50% by the Juvenile Justice Millage and 50% by the State Child Care Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract at an amount not to exceed \$558,705.00 with Peckham Inc. to operate the Peckham Footprints Group Home for the time period of October 1, 2019 through September 31, 2020.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ACCEPTANCE OF A FEDERAL GRANT (VIA THE STATE OF MICHIGAN) TO PROVIDE FUNDING TO PURCHASE A NEXTGEN 9-1-1 PHONE SYSTEM

RESOLUTION #20 –

WHEREAS, the Ingham County Board of Commissioners has operated the Ingham County 9-1-1 Central Dispatch; and

WHEREAS, all emergency and non-emergency calls come into the center via the current phone system that has passed end of life; and

WHEREAS, to improve our level of service and to address the strain being placed on the current, end of life system, moving to an NG9-1-1 (NextGeneration 9-1-1) communication system is recommended; and

WHEREAS, it has been determined an NG9-1-1 communications system is more reliable, redundant, resilient, and has the capacity and capability to send more data with the voice call to the appropriate 9-1-1 Center, as well as enhanced location capabilities; and

WHEREAS, our current communication/phone system is not capable of supporting these enhancements to service, therefore, an RFP was written and a technical and operational team also evaluated all proposals and unanimously recommended Solacom; and

WHEREAS, the Ingham County Central Dispatch Management Team applied for a Federal Grant via the State of Michigan and has been awarded \$501,724.80.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes acceptance of the Michigan Subgrant in the amount of \$501,724.80 to provide funding to purchase a NextGen 9-1-1 phone system.

BE IT FURTHER RESOLVED, the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR THE RENEWAL OF THE 9-1-1 TELEPHONE SUPPORT AGREEMENT
WITH CAROUSEL INDUSTRIES INC.**

RESOLUTION #20 –

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

WHEREAS, the Ingham County Board of Commissioners last approved, under Resolution #19-102, the system support and maintenance for the 9-1-1 Center's 9-1-1 phone system; and

WHEREAS, the system maintenance and support contract is needed with an extension of the current contract from January 1, 2020 through June 30, 2020, at a cost not to exceed \$52,557.05, to properly maintain our current 9-1-1 telephone system; and

WHEREAS, the purchase of a replacement 9-1-1 telephone system from Solacom was approved under Resolution #19-250 and was expected to be installed before December 31, 2019, however, the purchase was delayed to allow Ingham County to participate in the Michigan CPE Sub-grant process; and

WHEREAS, the State 9-1-1 Office has awarded Ingham County grant money toward the purchase of the Solacom system, and Ingham County is now proceeding with that purchase and expects to have the Solacom system installed and operational before June 30, 2020; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners approve the continuation of the Contract and Services Agreement with Carousel for the current 9-1-1 telephone system through June 30, 2020; and

WHEREAS, the 9-1-1 Center budget does contain funding for the continuation of this system maintenance and support with Carousel Industries.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the contract with Carousel Industries, Inc. for system maintenance and support for the period of January 1, 2020 through June 30, 2020 for a total cost of \$52,557.05.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budgetary transfers that are consistent with this resolution.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #19-563 TO ADJUST COST FOR
LESLIE TOWER MODIFICATIONS**

RESOLUTION #20 –

WHEREAS, the Ingham County Board of Commissioners approved Resolution 19-563, which authorized the expenditure of funds encumbered from the Motorola Lease Contract for structural modifications to the Leslie and Mason towers; and

WHEREAS, the quoted cost for the Leslie Tower was not to exceed \$70,000.00; and

WHEREAS, the cost for the Leslie Tower has been updated and needs to be increased to an amount not to exceed \$74,955.12; and

WHEREAS, this amount is without additional cost to Ingham County above the funds already approved for the project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure of funds encumbered from the Motorola Lease Contract (approved in Resolution #18-550), and without additional cost to Ingham County above the funds already approved for the project, for the quoted cost not to exceed \$74,955.12 for structural modifications to the Leslie Tower.

BE IT FURTHER RESOLVED, that the 9-1-1 Director is authorized to sign change orders with Motorola, provided that the change orders do not increase the total cost of the project as previously approved by Resolution #18-550.

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH CENTER
TO PURCHASE THE TIGHTROPE MEDIA SYSTEMS CAROUSEL 7 DIGITAL SIGNAGE SYSTEM**

RESOLUTION #20 –

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

WHEREAS, the Ingham County 9-1-1 Central Dispatch is a 24-hour operation with at least 11 employees on duty at all times; and

WHEREAS, communications and information sharing are paramount to the successful and efficient performance of our staff and their responsibilities; and

WHEREAS, it is our desire to implement the Tightrope Media Systems Carousel 7 digital signage system on two (2) large TV monitors in the operational area to display information and announcements; and

WHEREAS, the installation of the digital signage system in the 9-1-1 Center will improve communications and situational awareness for our on duty staff; and

WHEREAS, the Ingham County Central Dispatch 9-1-1 Director is recommending that the Ingham County Board of Commissioners authorize the purchase of the Tightrope Media Systems Carousel 7 digital signage system; and

WHEREAS, funds for this project are available within the fund balance of the 9-1-1 Emergency Telephone fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of the Tightrope Media Systems Carousel 7 digital signage system, display TV monitors and wall mounts as quoted for \$5,675.36 with a final cost of this purchase is not to exceed \$6,000.00.

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 Ingham County Board of Commissioners authorizes the Board Chair to sign any necessary contract/purchase order documents that are consistent with this resolution and approved as to form by the County Attorney.

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A GRANT BETWEEN THE STATE OF MICHIGAN,
MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC), DEPARTMENT OF LICENSING AND
REGULATORY AFFAIRS (LARA) AND INGHAM COUNTY TO PROVIDE FUNDING TO ASSIST
THE COUNTY IN COMPLYING WITH THE COMPLIANCE PLAN AND COST ANALYSIS
APPROVED BY MIDC AND RESOLUTION #17-445**

RESOLUTION #20 –

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County's Compliance Plan and Cost Analysis, which creates a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

WHEREAS, this plan was accepted and approved by Ingham County Board Resolution #17-445; and

WHEREAS, the Ingham County Public Defenders Office submitted a FY20 grant request which was accepted and approved by the State of Michigan, the Michigan Indigent Defense Commission (MIDC), and the Department of Licensing and Regulatory Affairs (LARA); and

WHEREAS, positions included in this budget and not already authorized by the Board of Commissioners will be brought forward for authorization by separate resolution(s).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the Grant between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA) and Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court.

BE IT FURTHER RESOLVED, that the grant period is October 1, 2019 through September 30, 2020, and the budget is approved for an amount of up to \$5,542,054, including a local share of \$921,865.46, and Fiscal Year Unspent Funds of \$2,000,627.03.

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

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

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Sebolt, Trubac, Schafer
Nays: None **Absent:** None **Approved 01/16/2020**

FINANCE: Yeas: Morgan, Grebner, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** Tennis **Approved 01/22/2020**