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MARK GREBNER
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MARK POLSDOFER
RANDY SCHAFFER
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS
P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, NOVEMBER 18, 2020 AT 6:30 P.M. THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/82170834668>.

Agenda

Call to Order

Approval of the [November 9, 2020 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Clerk's Office – Resolution to Promote [Absentee Voting](#) and Encourage Participation in Permanent Absent Voter Ballot Application Lists
2. Sheriff's Office
 - a. Resolution to Authorize a Contract with [Life Launch Institute, LLC](#) for Parenting Programming
 - b. Resolution to Authorize a Contract with [It Takes A Village Educational Consulting, LLC](#) for Restorative Justice Programming
 - c. Resolution to Authorize a Presentation of [Salvaged Security Bars](#) from the Demolished Jail in Honor of the Historical Service Provided by Sheriff's Office Employees and Acceptance of Donations for this Purpose
3. Board of Commissioners
 - a. Resolution Approving Annual 2021 Compensation for [Non-Judicial County-Wide Elected Officials](#)
 - b. Resolution Authorizing [Commissioner Compensation](#) for 2021 and 2022
4. Economic Development
 - a. Resolution to Approve an Economic Development [Service Contract](#)
 - b. Resolution to Support LEAP EDA Sprint Challenge Grant and Apply for State Matching Funds for LEAP EDA [Sprint Challenge Grant](#) Application
5. 55th District Court
 - a. Resolution to Authorize the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court State Court Administrative Office - Michigan Mental Health Court Grant Program ([SCAO-MMHCGP](#)), Continue a Probation Officer Position, and Authorize Subcontracts
 - b. Resolution to Authorize the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court's State Court Administrative Office - Michigan Drug Court Grant Program ([SCAO-MDCGP](#)) and Authorize Subcontracts

6. Homeland Security and Emergency Management
 - a. Resolution to Accept Grant Funds from the State of Michigan Emergency Management Performance Grant (EMPG) for FY 2020
 - b. Resolution to Authorize a Contract with the State of Michigan, Making Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1 and Accepting the FY 2020 Homeland Security Grant Program Funds
7. Prosecuting Attorney
 - a. Resolution to Authorize Acceptance of a Grant Amendment with the Michigan State Police and the Ingham County Prosecutor's Office and Authorizing a Subcontract between the Ingham County Prosecutor's Office and Jackson County Prosecutor's Office and the Blackman Leoni Township Department of Public Safety
 - b. Resolution to Authorize a Memorandum of Understanding between the Department of the Attorney General, the Ingham County Prosecutor's Office, the Jackson County Prosecutor's Office, Aware Inc., and a Subcontract with End Violent Encounters (EVE)
8. Community Corrections
 - a. Resolution to Authorize Amending the Contract with Alcohol Drug Administrative Monitoring, Inc. (ADAM) to Extend the Performance Period for Drug Testing and Breathalyzer Services
 - b. Resolution to Authorize Amending FY 2019-2020 Community Corrections Program Subcontracts to Increase Funding Awards based on State Approved Line Item Transfers
9. Public Defenders Office
 - a. Resolution to Authorize a Service Agreement between Language Line Solutions and the Ingham County Office of the Public Defender for Interpreter Services
 - b. Resolution to Authorize a Data Sharing Agreement between the Michigan Indigent Defense Commission and the Ingham County Office of the Public Defender
10. Equalization/Tax Mapping – Resolution to Amend the 2020 Ingham County Apportionment Report (*Report to be Distributed*)
11. Tri-County Office on Aging – Resolution Authorizing a Contract with Tri County Office on Aging (TCOA) for Elder Services Millage Eligible Services
12. Ingham Health Plan – Resolution to Authorize a Health Services Millage Contract with the Ingham Health Plan Corporation (IHPC)
13. Community Agencies – Resolution Authorizing 2021 Agreements for Community Agencies
14. Veteran Affairs Office – Resolution to Amend Resolution #19-542 to Authorize an Agreement for Veterans Affairs Services with Clinton County
15. Parks Department
 - a. Resolution to Continue an Agreement with the City of Lansing for the Maintenance and Operation of Soldan Dog Park and the Non-Motorized Pathway through Scott Woods Park and Lansing River Trail from Potter Park to Maguire Park
 - b. Resolution to Authorize a Purchase Order with Pilot Rock/RJ Manufacturing as a Sole Source Vendor for Picnic Table Planks for Hawk Island

- c. Resolution to Authorize the Implementation of a [Fee Waiver](#) at the Lake Lansing Boat Launch
 - d. Resolution to Authorize the Implementation of a [Hardship Boat Launch Pass](#) at the Lake Lansing Boat Launch
16. Human Resources Department
- a. Resolution to Approve Generic Service Credit Purchase for County Employee: [Helen Walker](#)
 - b. Resolution Approving the 2021 Collective Bargaining Agreement with the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, [Potter Park Zoo Supervisory Unit](#)
17. Health Department
- a. Resolution to Authorize a 2020-2021 [AmeriCorps](#) State Grant
 - b. Resolution to Make a Second Security Deposit with [ANC Holdings, LLC](#) and Establish a Health Center Co-Located with the Allen Neighborhood Center
 - c. Resolution to Convert Position #601398 ([Disease Control Nurse](#)) from .5 FTE to .75 FTE
 - d. Resolution to Authorize an Agreement with [DocuSign](#)
 - e. Resolution to Accept FY 2021 [Child and Adolescent Health Center](#) Program Funds
 - f. Resolution to Authorize an Agreement with [Unodeuce Multimedia](#) for a Full Service Video Storytelling Project
 - g. Resolution to Accept Michigan Department of Health and Human Services (MDHHS), Ryan White B (RW B) Minority Aids Initiative ([MAI](#)) Award
 - h. Agreement between Ingham County Health Department and Healthstream (*Discussion*)
18. Controller/Administrator's Office – Resolution Approving Various [Contracts](#) for the 2021 Budget Year
19. Board Referrals
- a. Notice of Public Meeting from the [East Lansing](#) Downtown Development Authority (DDA) for Thursday, November 12
 - b. Notice of Public Hearing from the [Lansing City Council](#) for Monday, November 9

Announcements
Public Comment
Adjournment

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

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

FINANCE COMMITTEE
November 9, 2020
Draft Minutes

The meeting was called to order by Chairperson Morgan at 7:30 p.m. virtually via Zoom in accordance with Public Act 228 of 2020 regarding the Open Meetings Act. A roll call attendance vote and the present location of the Committee members was taken for the record.

Members Present: Morgan (Ingham County), Grebner (Ingham County), Crenshaw (Ingham County), Polsdofer (Ingham County), Schafer (Ingham County), Tennis (Ingham County), and Maiville (Ingham County).

Members Absent: None.

Others Present: Gregg Todd, Michael Townsend, Greg Harris, Heidi Williams, KC Brown, Deb Fett, Terri Thornberry, Richard Terrill, and Michael Tanis.

Approval of October 21, 2020 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE OCTOBER 21, 2020 FINANCE COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

Late –

11. Finance Committee – Consult with the County’s Attorney Regarding Witte v. Ingham County et. al

Limited Public Comment

None.

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

1. Sheriff’s Office – Resolution to Authorize an Interlocal Agreement with the City of Lansing for the 2020 Local JAG Grant
2. Treasurer’s Office – 3rd Quarter Investment Report
3. Community Mental Health – Resolution to Authorize a Contract with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties for a Peer Recovery Coach

4. 9-1-1 Dispatch Center
 - a. Resolution to Authorize Purchase of ProQA Medical Backup Software Licenses and Support from Priority Dispatch for the Ingham County 9-1-1 Backup Center
 - b. Resolution to Authorize Engagement of “The Cardinal Group”
 - c. Resolution to Authorize Purchase of Services from Central Square Technologies for the Re-Hosting of Our Computer Aided Dispatch (CAD) System
 - d. Resolution to Authorize a Software Support Agreement with Central Square Technologies for the Computer Aided Dispatch (CAD) System
 - e. Resolution to Authorize Renewal of Quality Performance Review (QPR) with Priority Dispatch for the Ingham County 9-1-1 Center
5. Animal Control – Resolution to Approve the Creation of a Part-Time Animal Behaviorist/Enrichment Coordinator Position for Ingham County Animal Control and Shelter
6. MSU Extension – Resolution to Authorize an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County Approving the Annual Work Plan for 2021
7. Health Department
 - a. Resolution to Accept Grant Funds through Mid-State Health Network
 - b. Resolution to Authorize an Agreement with NACCHO
 - c. Resolution to Authorize Agreements for the Region 7 Perinatal Collaborative
 - d. Resolution to Accept Michigan Primary Care Association (MPCA) Influenza Initiative Funding Award
 - e. Resolution to Amend Resolution #19-194 and to Create a Community Health Worker Position in the Strong Start Healthy Start Program
 - f. Resolution to Authorize an Agreement with Edward W. Sparrow Hospital Association
 - g. Resolution to Accept the FY21 Grant Agreement with Michigan Department of Health and Human Services – Tobacco Use Reduction for People Living with HIV – 2021
8. Innovation and Technology Department
 - a. Resolution to Approve the Renewal of the Imagesoft and Onbase Annual Support
 - b. Resolution to Approve the Imagesoft Courtview Conversion Project
 - c. Resolution to Approve the Imagesoft Courtview Conversion Project for the Multibridge Health Check
9. Facilities Department – Resolution to Authorize a Two-Year Contract Extension with Schindler Elevator, Corp. for Elevator Maintenance at Several Ingham County Buildings
10. Board Referral – Delhi Charter Township Assessing Officers Report for Industrial Facility Exemption Certificates for 2020

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

11. Finance Committee – Consult with the County’s Attorney Regarding Witte v. Ingham County et. al

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, AT 7:33 P.M., TO MOVE THE MEETING INTO CLOSED SESSION TO CONSULT WITH THE COUNTY’S ATTORNEY REGARDING WITTE V. INGHAM COUNTY ET. AL, INGHAM COUNTY CIRCUIT COURT CASE NO. 19-653-CZ-C30.

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, AT 7:42 P.M. TO RETURN THE COMMITTEE TO OPEN SESSION.

THE MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO ACCEPT THE COUNTY ATTORNEY’S RECOMMENDATION REGARDING THE WITTE MATTER, AND TO AUTHORIZE THE BOARD CHAIR TO SIGN ANY DOCUMENTS REQUIRED FOR SETTLEMENT.

THE MOTION CARRIED UNANIMOUSLY.

Announcements

Commissioner Polsdofer stated that he wanted to make sure the Commissioners were aware of the recent passing of Mark Brown. He further stated that he had served on the Economic Development Corporation Board of Directors and the Brownfield Redevelopment Authority.

Commissioner Polsdofer stated that it was a big loss for the community. He further stated that the two boards and the entire mid-Michigan community would miss him dearly.

Chairperson Morgan thanked Commissioner Polsdofer for his comments. He further stated that he had heard amazing things about Mark Brown, and he had passed away at too young of an age.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:45 p.m.

NOVEMBER 18, 2020 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

1. County Clerk's Office – *Resolution to Promote Absentee Voting and Encourage Participation in Permanent Absent Voter Ballot Application Lists*

This resolution authorizes a contract in the amount of \$90,000 with the Detroit Legal News, dba: Inland Press to send a mailer to approximately 132,000 registered Ingham County voters who are not currently on the Permanent AV Ballot Application list. The Permanent AV Ballot Application List registrants are automatically sent an application for an absentee ballot for every election conducted in that jurisdiction.

There are sufficient funds available in the County Clerk's Office budget, specifically election supplies, to cover this expense.

See memo for details.

2a. Sheriff's Office – *Resolution to Authorize a Contract With Life Launch Institute, LLC for Parenting Programming*

This resolution will authorize a contract not to exceed \$20,000 per year with Life Launch Institute, LLC for up to three years, beginning January 1, 2021. Life Launch Institute will provide parenting classes for inmates at a rate of \$200 per session, two sessions per week, 50 weeks per year. Parenting Programming is popular with the Ingham County Jail's inmate population, and routinely court ordered. This contract will be funded by the Justice Millage, as approved by Resolution 20-473.

See memo for details.

2b. Sheriff's Office – *Resolution to Authorize a Contract with It Takes A Village Educational Consulting, LLC for Restorative Justice Programming*

This resolution will authorize a contract not to exceed \$20,000 per year with It Takes A Village Educational Consulting, LLC. for up to three years, beginning January 1, 2021. It Takes A Village Educational Consulting, LLC will provide restorative justice programming for inmates at the Ingham County Jail. Restorative justice teaches life changing skills designed to reduce recidivism and repair relationships through accountability, problem solving and conflict resolution. Classes will be held twice per week, with one class per gender for a total of 50 weeks unless changes are approved by the Ingham County Jail Program Director. This contract will be funded by the Justice Millage, as approved by Resolution 20-473.

See memo for details.

2c. Sheriff's Office – Resolution Authorizing a Presentation of Salvaged Security Bars from the Demolished Jail in Honor of the Historical Service Provided by Sheriff's Office Employees and Acceptance of Donations for this Purpose.

Part of the construction of the new Ingham County Justice Complex, the 1960's era Ingham County Jail will be completely demolished. In an effort to show respect for and preserve the legacy of the facility, Ingham County, Sheriff's Office personnel have expressed an interest in being able to own and display scrapped sections of the jail's security bars. The Sheriff's Office would like to honor the service of current and former employees by presenting them with a displayable section of the security bars from this historic complex. The cutting and sectioning of the individual panels will be funded by private donations, at an anticipated cost of between \$4,800 and \$5,500. This resolution will authorize the acceptance of donations for this purpose, as well as the recovery, retention and presentation of a section of the security bars from the historic jail complex to each Sheriff's Office employee.

See memo for details.

3a. Board of Commissioners – Resolution Approving Annual 2021 Compensation for Non-Judicial County-Wide Elected Officials

This resolution will approve the 2021 compensation for non-judicial county-wide elected officials. Compensation to remain the same as 2020 compensation.

3b. Board of Commissioners – Resolution Authorizing Commissioner Compensation for 2021 and 2022

This resolution will approve the 2021 and 2022 compensation for the Board of Commissioners. Compensation to remain the same as 2020 compensation.

4a. Economic Development – Resolution to Approve an Economic Development Contract

This resolution approves a three year service agreement with LEAP (Jan 1, 2021 – December 31, 2023) for economic development and Brownfield redevelopment on behalf of the County.

4b. Economic Development – Resolution to Support LEAP EDA Sprint Challenge Grant and Apply for State Matching Funds for LEAP EDA Sprint Challenge Grant Application

This resolution will authorize LEAP to apply for Economic Development Administration (EDA) FY 2020 Scaling Pandemic Resilience Through Innovation and Technology (SPRINT) Challenge grant funding. The [SPRINT Challenge](#) is designed to support the development, creation, or expansion of programs that accelerate technology-based economic development in pursuit of vibrant, innovative economies and economic growth, and respond to the challenges caused by the coronavirus pandemic.

LEAP is preparing a grant request of approximately \$400,000 to advance the Lansing Region MedTech Ecosystem. LEAP's staff time is covering the entirety of the 20% required match (no Ingham County Match required), though matching cash in addition to staff time strengthens the overall EDA application. Through its Community Development Block Grant (CDBG) program, MEDC will contribute half of the 20% match required by the EDA, not to exceed \$250,000.

See memo for details.

5a. 55th District Court – *Resolution to Authorize the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court State Court Administrative Office - Michigan Mental Health Court Grant Program (SCAO-MMHCGP), Continue a Probation Officer Position, and Authorize Subcontracts*

This resolution will authorize a grant award in the amount \$369,000 from the Michigan Mental Health Court Grant Program (MMHCGP), administered by the State Court Administrative Office (SCAO).

The grant funding supports one full-time probation officer assigned to the program, which is included in the 2021 budget.

The resolution will also authorize up to \$109,718 in Ingham County In-Kind funding and acknowledge \$35,666 CMHA-CEI Local Cash Contributions, resulting in a total Mental Health Court budget not to exceed \$514,384. This resolution also recognizes a \$4,500 allocation of Ingham County In-Kind funding to the Ingham County Office of the Public Defender for representation of non-indigent Mental Health Court participants.

Subcontracts would also be authorized as follows:

1. Electronic Monitoring Services with Judicial Services Group – not to exceed a total of \$1,500
2. Substance Use Testing with Alcohol and Drug Administrative Monitoring (ADAM) – not to exceed a total of \$42,318
3. Mental Health Services with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties - not to exceed \$302,753.

See memo for details.

5b. 55th District Court – *Resolution to Authorize the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court's State Court Administrative Office - Michigan Drug Court Grant Program (SCAO-MDCGP) and Authorize Subcontracts*

This resolution will authorize the acceptance of \$127,000 in grant funding from the Michigan Drug Court Grant Program (MDCGP), administered by the State Court Administrative Office (SCAO). The grant funding supports one full-time probation officer assigned to the program. Ingham County In-Kind funding supports one half-time probation officer assigned to the program. Both positions are included in the 2021 budget.

The resolution will also authorize \$168,165 in Ingham County In-Kind funding and acceptance of future possible donations from the Ingham County Sobriety Court Foundation, resulting in a current total Sobriety Court budget of \$295,165. This resolution also recognizes a \$9,600 allocation of Ingham County In-Kind funding to the Ingham County Office of the Public Defender for representation of non-indigent Sobriety Court participants.

The resolution will also authorize subcontracts as follows:

1. Substance Abuse Testing with Alcohol and Drug Administrative Monitoring (ADAM) – not to exceed \$18,146
2. Evaluation and Counseling services with Cognitive Consultants – not to exceed \$53,850

See memo for details.

6a. Homeland Security & Emergency Management – Resolution to Accept Grant Funds from the State of Michigan Emergency Management Performance Grant (EMPG) for FY 2020

This resolution will authorize the acceptance of funds for the Michigan Emergency Management Performance Grant for the time period of October 1, 2019 through September 30, 2020. This grant reimburses Ingham County for a portion of salary and fringes for the Emergency Management Program Manager, based on performance and meeting goals set forth by the State of Michigan. This is a pass-through grant from the Federal Emergency Management Agency to the Michigan State Police. This year's grant amount is \$59,167, which covers around 35% of the Program Manager's budgeted salary and fringes.

6b. Homeland Security & Emergency Management – Resolution to Authorize a Contract with the State of Michigan, Making Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1 and Accepting the FY 2020 Homeland Security Grant Program Funds

This resolution will authorize entering into a contract with the State of Michigan, FY2020 Department of Homeland Security, Homeland Security Grant Program, and the acceptance of \$848,621 for the time period of September 1, 2020 to May 31, 2023. It will also authorize Ingham County to act as the fiduciary agent for the grant.

The purpose of these grant funds is to purchase equipment and to provide training in the Homeland Security & Emergency Management field. The total amount of grant funds available to Ingham County agencies is \$25,305.68 from the State Homeland Security Program (SHSP) and \$33,188.23 from the Law Enforcement Terrorism Prevention Activities (LETPA) for a total of \$58,493.91

See memo for details.

7a. Prosecuting Attorney's Office – Resolution to Authorize Acceptance of a Grant Amendment with the Michigan State Police and the Ingham County Prosecutor's Office and Authorizing a Subcontract between the Ingham County Prosecutor's Office and Jackson County Prosecutor's Office and the Blackman-Leoni Township Department of Public Safety

This resolution will authorize the Ingham County Prosecutor's Office (ICPO) to enter into an amended contract in the amount of \$268,271 effective through March 21, 2021, with Michigan State Police (MSP) and a subcontract with Jackson County Prosecutor's Office and Blackman-Leoni Township Department of Public Safety. The ICPO has received a grant extension from MSP for the 2015 Sexual Assault Kit Initiative Grant. This grant and the proposed amendment provides funds to assist local prosecutors with investigation, prosecution, and notification of victims for cases arising out of the statewide Sexual Assault Kit Initiative (SAKI). The current grant funds one assistant prosecutor and one dedicated Ingham County Sheriff's Office Detective to investigate these unresolved cases. Last year additional funds were approved to add subcontracts for an investigator position in Jackson County to work cooperatively with our current SAKI investigator. This year's grant extension continues the subcontracts and Jackson investigator. MSP will continue to provide reimbursement funding for the Ingham County SAKI investigator and has agreed to provide reimbursement funding for the Jackson County SAKI investigator.

See memo for details.

7b. Prosecuting Attorney's Office – *Resolution Authorizing a Memorandum of Understanding between the Department of the Attorney General, the Ingham County Prosecutor's Office, the Jackson County Prosecutor's Office, AWARE Inc., and a Subcontract with End Violent Encounters (EVE)*

This resolution will authorize the Ingham County Prosecutor's Office (ICPO) to enter into a memorandum of understanding (MOU), effective January 1, 2021 through December 31, 2021, in the amount of \$283,475 with the Department of the Attorney General (AG), the Jackson County Prosecutor's Office, and AWARE Inc., and also authorize ICPO to enter into a subcontract with End Violent Encounters (EVE). The AG will provide reimbursement funding for all expenses charged under the MOU. The MOU also includes the anticipated independent contractor agreement with EVE for a part-time advocate not to exceed \$14,919.

ICPO receives grant funding from the Michigan Department of the Attorney General to assist local prosecutors with the investigation, prosecution, and notification of victims in cases arising out of the statewide Sexual Assault Kit Initiative (SAKI). ICPO utilizes one Special Assistant Attorney General and one dedicated Ingham County Sheriff's Office detective to investigate those unsolved cases originating from Ingham County. Beginning last year, additional funds have been provided to expand the duties of the Ingham County based SAKI Assistant AG to include unresolved sexual assault kit cases originating from Jackson County. The ICPO SAKI prosecutor was authorized, under the powers of the AG, to prosecute cases in both counties. The Jackson County Prosecutor's Office provided office space and resources for the additional prosecutorial assistance. Further, the grant includes funds for a community based Jackson County sexual assault advocate to provide victim services.

See memo for details.

8a. Community Corrections – *Resolution to Authorize Amending the Contract with Alcohol Drug Administrative Monitoring, Inc. (ADAM) to Extend the Performance Period for Drug Testing and Breathalyzer Services*

This resolution will authorize an amendment to the contract with Alcohol Drug Administrative Monitoring, Inc. (ADAM) for drug and breathalyzer testing services to extend the performance period to January 1, 2021 through December 31, 2021 with a one year automatic renewal thereafter not to extend beyond the 31st day of December 2022. After completing an RFP process, the County entered into a contract with ADAM for critical drug testing and breathalyzer services for a performance period of January 1, 2019 through December 31, 2019 with a one year automatic renewal period ending December 31, 2020. ADAM has agreed to hold pricing and all contract terms for an additional two year period ending December 31, 2022. An RFP will be distributed for these services prior to the end of this contract period.

See memo for details.

8b. Community Corrections – *Resolution to Authorize Amending FY 2019-2020 Community Corrections Program Subcontracts to Increase Funding Awards Based on State Approved Line Item Transfers*

The State of Michigan – Office of Community Corrections approved FY 2019-2020 Budget Adjustment Requests to transfer grant funds to the Relapse Prevention and Recovery, Domestic Violence Intervention, and Day Reporting programs that required additional funds to maintain services through the end of the fiscal year. This resolution will authorize amending the following subcontracts for CCAB Plans and Services programming to increase total compensation amounts pursuant to State approved Budget Adjustments for FY 2019-2020: Domestic Violence Intervention from \$12,000 to \$20,100, Relapse Prevention and Recovery from \$67,898 to \$74,898 and Day Reporting from \$40,274 to \$46,774.

See memo for details.

9a. Public Defenders Office – Resolution to Authorize a Service Agreement between Language Line Solutions and the Ingham County Office of the Public Defender for Interpreter Services

This resolution will authorize an agreement with Language Line Solutions for Interpreter Services. Services will be provided on a per minute basis of \$0.85 per minute for Spanish and \$1.19 per minute for all other languages. Video interpretation services are also offered for \$1.30 per minute for all languages. The Service Agreement does not have a specific term and can be cancelled by either party upon request.

The Public Defenders (PD) Office is frequently assigned to represent defendants who have limited or no ability to communicate with the attorneys and staff due to language barriers. The Office has primarily been using 7CLingo because they are also used by the courts. 7CLingo provides face to face interpretation, necessitating visits to the PD Office to interpret for clients who are in custody, and often come to the office to meet with the defendant who is on bond but does not have technology in place to video conference. Language Line Solutions provides an alternate solution by providing interpretive services over the telephone or by video conference. This service can be more convenient in many circumstances, safer under the current pandemic conditions, and also less expensive. The PD Office will use this service in addition to 7CLingo.

See memo for details.

9b. Public Defenders Office – Resolution Authorizing Data Sharing between the Ingham County Office of the Public Defender and the Michigan Indigent Defense Commission

This resolution will authorize an agreement with the Michigan Indigent Defense Commission (MIDC) to share data related to case load and time keeping from the Ingham County Office of the Public Defender.

The Michigan Indigent Defense statute is built around 8 best practices standards. Standard 6 is to ensure that the system maintains caseloads that are not so excessive that the attorneys cannot give each individual client sufficient time and attention needed for their case. The MIDC has undertaken an evaluation of individual program data to make better recommendations to the legislature and programs. The case management system dataDefender© is used by the Ingham County Office of the Public Defender and many other systems in Michigan. It has worked out an arrangement with the provider, JusticeWorks, to be able to extract the data necessary from individual systems to ensure timeliness and uniformity. The Ingham County Office of the Public Defender has been asked to allow this access and to participate in the study. This agreement will allow for that participation. The duration of the study is not for a fixed period and will probably continue, at least sporadically, for a number of years.

See memo for details.

10. Equalization/Tax Mapping –Resolution to Amend the 2020 Ingham County Apportionment Report (Report to be Distributed)

11. Tri-County Office on Aging – Resolution to Authorize a Contract with Tri County Office on Aging (TCOA) for Elder Services Millage Eligible Services

This resolution authorizes a 2021 contract with Tri County Office on Aging (TCOA) to utilize Elder Services Millage funds for millage eligible services, as set forth in the attachment. The contract will not exceed \$2,095,000 from the Elder Services Millage, and funds are included in the 2021 budget.

12. Ingham Health Plan – Resolution to Authorize a Health Services Millage Contract with the Ingham Health Plan Corporation (IHPC)

This resolution authorizes a 2021 contract with Ingham Health Plan Corporation (IHPC) to utilize Health Services Millage funds for millage eligible services. The county will also reimburse IHPC for administrative expenses (further details in financial impact section below) including 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. The contract will not exceed \$2,240,816 from the Health Services Millage, and funds are included in the 2021 budget. The administrative rate remains 15% in 2021. The funding should be sufficient to cover all of IHPC's projected 1,800 members in 2021.

13. Community Agencies – Resolution Authorizing 2021 Agreements for Community Agencies

For 2021, thirty-two (32) applications were received, requesting a total of \$271,950; and \$200,000 is included in the 2021 budget for community agency funding. Each funded agency included in the recommendation is funded either at their request, or at what they received last year, with the exception of the new applications. Total recommended funding is \$207,450. If the resolution is approved as recommended, the additional \$7,450 could be utilized from the 2021 contingency fund.

14. Veteran Affairs Office – Resolution to Amend Resolution #19-542 to Authorize an Agreement for Veterans Affairs Services with Clinton County

This resolution amends Resolution #19-542. The 2020 Agreement with Clinton County for the Department of Veterans Affairs is incorrect and should be reduced down from \$28,389.00 to \$22,556.15; which is the amount billed to and received by Clinton County for services provided in 2019.

15a. Parks Department – Resolution to Continue an Agreement with the City of Lansing for the Maintenance and Operation of Soldan Dog Park and the Non-Motorized Pathway through Scott Woods Park and Lansing River Trail from Potter Park to Maguire Park

This resolution authorizes an agreement with the City of Lansing for the County's continued maintenance and operation of the City of Lansing's Soldan Dog Park, the non-motorized pathway through Scott Woods Park, and the Lansing River Trail from Potter Park to Maguire Park for the period of March 1, 2021 through February 28, 2026.

See memo for details.

15b. Parks Department -Resolution to Authorize a Purchase Order with Pilot Rock/RJ Manufacturing as a Sole Source Vendor for Picnic Table Planks for Hawk Island

This resolution authorizes a Purchase Order to be issued to Pilot Rock/RJ Manufacturing to purchase new recycled table planks for picnic tables, in an amount not to exceed \$5,802. Funds are included in the budget.

15c. Parks Department - Resolution Authorizing the Implementation of a Fee Waiver at the Lake Lansing Boat Launch

This resolution implements a fee waiver for residents of Lake Lansing who live directly on the Lake. Financial impact is minimal, because typically the lake residents launch their boats early in the spring before staff are in place to collect fees.

15d. Parks Department - Resolution Authorizing the Implementation of a Hardship Boat Launch Pass at the Lake Lansing Boat Launch

This resolution authorizes an annual boat launch pass to be provided at no cost for anyone for whom the fee would be a hardship.

16a. Human Resources Department – Resolution to Approve Generic Service Credit Purchase for County Employee: Helen Walker

This resolution would approve the purchase of generic service credit from MERS for Helen Walker. Cost to purchase is borne entirely by the employee.

16b. Human Resources Department – Resolution Approving the 2021 Collective Bargaining Agreement with the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit.

This resolution would approve the tentative 2021 collective bargaining agreement between Ingham County and the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit. The terms of the tentative agreement provide for 1) a 0% wage increase to all steps of each classification; 2) the duration of the agreement as January 1, 2021 until December 31, 2021 and 3) all other terms and conditions in the collective bargaining agreement remain status quo. On November 4, 2020, that Union, through its Bargaining Agent Corey Smith, has given the employer notice that it has ratified this tentative agreement.

See memo for details

17a. Health Department - Resolution to Authorize a 2020-2021 Americorps State Grant

This resolution accepts \$170,239 for the AmeriCorps State Grant for 2020-2021 effective October 2, 2020 through October 1, 2021.

17b. Health Department - Resolution to Make a Second Security Deposit with ANC Holdings, LLC and Establish a Health Center Co-Located with the Allen Neighborhood Center

This resolution is a second security deposit of \$4,188.00 to ANC Holdings by January 15th, 2021 to continue the lease agreement with ANC Holdings, LLC for a term of August 1, 2020 through July 31, 2030, for 4,188 square foot of space to operate a Community Health Center (CHC) at 1611 E. Michigan Ave, Lansing, MI and to establish a CHC co-located with ANC.

17c. Health Department - Resolution to Convert Position #601398 (Disease Control Nurse) from .5 FTE to .75 FTE

This resolution increases a .5 FTE Disease Control Nurse Position (Position #601398) from .5 FTE to .75 FTE, effective upon execution through September 30, 2021. The cost including salary and fringes will increase from \$54,074 to \$76,372 for a total increase of \$22,298. All costs associated with this conversion will be covered by funds from the Infection Prevention Grant from the Michigan Department of Health and Human Services (MDHHS) authorized in Resolution #20-306.

17d. Health Department - Resolution to Authorize an Agreement with DocuSign

This resolution authorizes an agreement with DocuSign effective September 21, 2020 through September 20, 2021. DocuSign is an application designed to collect digital signatures (eSignature) for CHC documents like contracts, policies, Releases of Information (ROI), clinic consents and other documents on different devices. The cost for this agreement is \$5,699.20 for 1,500 envelopes/transactions. Each additional envelope/transaction over 1,500 will cost \$5.80 per envelope. The cost for this agreement is covered by CARES (Coronavirus Aid, Relief, and Economic Security) funding award from HRSA authorized under Resolution #20-176.

17e. Health Department - Resolution to Accept FY 2021 Child and Adolescent Health Center Program Funds

This resolution accepts \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2020 through September 30, 2021.

17f. Health Department - Resolution to Authorize an Agreement with Unodeuce Multimedia for a Full Service Video Storytelling Project

This resolution authorizes an agreement with UnoDeuce Multimedia for a Full Service Video Storytelling project effective September 24, 2020 through September 23, 2021 in an amount not to exceed \$1,950.

17g. Health Department - Resolution to Accept Michigan Department of Health and Human Services (MDHHS), Ryan White B (RW B) Minority Aids Initiative (MAI) Award

This resolution accepts MDHHS RW Part B MAI funding of \$20,000 effective November 1, 2020 through March 31, 2021 to provide Outreach and Case Management services to Minority People Living with HIV (PLWHV).

18. Controller/Administrator – Resolution Approving Various Contracts for the 2021 Budget Year

This resolution will approve the attached list of contracts for the 2021 budget year. The list consists only of contracts that are included in the 2021 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

The county contract approval process, as amended by Resolution #09-095, provides that any contract over \$5,000 must be approved by the Board of Commissioners.

Based on Resolution #16-443, the Budget Office will be using the Consumer Price Index's Annual Inflation rate (1.4% for 2021) or 1%, whichever is greater to determine if the contract falls within the Board of Commissioners' Guidelines. Expenditure contracts with a 2021 increase of 1.4% or less are the only ones included in this resolution. All others will have to be presented separately by resolution.

See memo for details.

PRESENTATION/DISCUSSION/OTHER ITEM:

- 17h. Health Department** - Agreement between Ingham County Health Department and Healthstream (*Discussion*)
- 19a. Board Referrals** - Notice of Public Meeting from the East Lansing Downtown Development Authority (DDA) for Thursday, November 12
- 19b. Board Referrals** - Notice of Public Hearing from the Lansing City Council for Monday, November 9

Agenda Item 1

TO: Ingham County Board of Commissioners

FROM: Chief Deputy County Clerk Scott Hendrickson

DATE: October 27, 2020

SUBJECT: Resolution to Promote Absentee Voting and Encourage Participation in Permanent Absent Voter Ballot Application Lists

BACKGROUND

In 2018, Michigan voters approved Proposal 3 to amend the Michigan Constitution and greatly expand voting rights, including the option to vote by no-reason absentee ballot. All Ingham County city and township clerks maintain a Permanent Absent Voter (“AV”) Ballot Application List, also known as an Automatic Ballot Application List. Qualified registered voters that request to be added to their city or township’s list are automatically sent an application for an absentee ballot for every election that is conducted in that jurisdiction.

Clerk Byrum actively encourages every qualified registered voter in Michigan to cast their ballot at every election and supports permanent AV lists as it increases voter participation.

Given the outbreak of COVID-19, many voters have expressed their concern that their polling place will not be a safe environment on Election Day. In addition, election inspectors often fall into at-risk categories and recruitment of qualified election inspectors may be nearly impossible for local clerks for these elections. Also, some precinct locations may not be safe places to conduct elections, as they may be in senior living facilities, places of worship, or schools, where vulnerable populations frequently travel and therefore need to be changed or consolidated.

Prior to the May 5 Special Election, Governor Whitmer ordered Secretary of State Benson to send Absent Voter Ballot Applications to all qualified registered voters that had elections. Secretary of State Benson sent Absent Voter Ballot Applications to every qualified registered voter leading into the August Primary Election. There has been no indication that this will remain a consistent practice.

American citizens have a guaranteed right to vote and vote safely and it is incumbent upon election administrators, like Clerk Byrum, to provide and encourage it.

This resolution allows Clerk Byrum to enter into a contract with Detroit Legal News, dba: Inland Press to print and send a mailer to approximately 132,000 registered Ingham County voters who are not currently on the Permanent AV Ballot Application list.

The mailer would send voters who are not currently on the Permanent AV Ballot Application list a Permanent AV ballot application list sign-up form. Local clerks are already required to send AV applications to those that are on the list before each Election in the municipality. The County mailer would also provide an easy process to return them.

The County Clerk’s Office worked in conjunction with the Purchasing Department to develop and disseminate Request for Proposals #97-20 for which 5 proposals were received and evaluated leading to the resolution.

FINANCIAL IMPACT

It is recommended that the contract be authorized in an amount not to exceed \$90,000.00.

There is sufficient funding available in the County Clerk's Office budget, specifically election supplies (101-191000-726010).

Clerk Byrum selected Detroit Legal News, dba: Inland Press as the vendor for this project because they were one of the two union shops that submitted proposals. They also are the vendor that the Clerk has contracted with on a similar mailer in the past, and also the vendor that the Clerk has worked with on ballot printing for the county's elections. They have always provided quality work on time, and on budget. Of the other four vendors, three self-identified that they were not union shops, and the fourth while slightly less expensive was previously unknown to the Clerk and the Clerk does not wish to leave such an important election-related task to a first time relationship with a vendor.

The Summary of Vendors' costs is located on the Memorandum of Performance as provided by the Purchasing Department.

Proposals for four different mailer types were requested. Only one type of mailer would be printed and mailed. The chosen mailer would be 8.5" x 11", folding to 5.5", with two colors.

Item	Amount
Printing Fees (quoted by Detroit Legal News, dba: Inland Press)	\$13,790.00
Estimated Postage (quoted by Detroit Legal News, dba: Inland Press) (160,000 pieces x appx. 43.9¢ postage/piece)	\$70,240.00
Total	\$84,030.00

A "not to exceed \$90,000.00" is recommended so that a contingency for unforeseen expenses is built into the project.

OTHER CONSIDERATIONS

The outbreak of COVID-19 across Michigan further necessitates the use of absentee voting, as it is a far safer and more efficient option than voting in person. Due to the virus, the Presidential Primary election in Wisconsin was forced into large reductions in precincts due to a lack of available election inspectors which resulted in increases in lines and wait times at the polls. Ingham County should heed the warning and encourage residents to sign up for the Permanent AV list to mitigate this issue.

While the Governor and Secretary of State have sent out mailings ahead of the 2020 Elections, there were federal funds that may not be available in the future to do so again. Increasing the usage of the Permanent Absent Voter Ballot Application Lists will increase voter participation and turnout for years to come.

In addition, when voters move from one jurisdiction to another, their registration on the Permanent AV Ballot Application List does not follow that voter automatically. They would have to update their status proactively with Clerk Byrum's office or their local clerk. In addition, Clerk Byrum has previously done a similar mailing, but did not send to all jurisdictions in Ingham County, because some local clerk's had opted to do so for their municipality. This mailing would include those other jurisdictions as well, as Clerk Byrum's previous mailing was very successful in the communities that were mailed to.

RECOMMENDATIONS

Approval is recommended.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO PROMOTE ABSENTEE VOTING AND ENCOURAGE PARTICIPATION IN
PERMANENT ABSENT VOTER BALLOT APPLICATION LISTS**

WHEREAS, voting is a sacred birthright of all American citizens and is the foundation of the democratic process, and access to vote safely, whether in-person or via absentee ballot, is a key component in guaranteeing that right; and

WHEREAS, in 2018, the voters of Michigan approved Proposal 3 to amend the Michigan Constitution and greatly expand voting rights, including the option to vote by no-reason absentee ballot; and

WHEREAS, the outbreak of COVID-19 made many people uncomfortable about voting in-person, given the transmission rate and the enclosed spaces and common materials used during the process of in-person voting; and

WHEREAS, this outbreak greatly increased the desire of voters across the State of Michigan to exercise their right to vote by mail; and

WHEREAS, there is no current provision in state statute requiring that all registered voters be sent an Absent Voter Ballot Application unless they have signed up for the Permanent Absent Voter (AV) list with their local clerk; and

WHEREAS, the Governor directed the Secretary of State to send AV Ballot Applications to every qualified registered voter prior to the May 5, 2020 Special Election; and

WHEREAS, the Secretary of State sent AV Ballot Applications to every qualified registered voter for the August 4, 2020 Primary Election and the November 3, 2020 General Election in June; and

WHEREAS, delaying in sending AV Ballot applications results in voter disenfranchisement or ballots not arriving in time to vote and be returned, given US Postal Service delays; and

WHEREAS, the Ingham County Clerk actively encourages every qualified registered voter in Michigan to cast their ballots at every election and supports permanent AV lists as it increases voter participation; and

WHEREAS, the Ingham County Clerk desires to encourage all Ingham County qualified registered voters to vote absentee during the current health crisis and would like to send a mailing to encourage voters to sign up to permanently receive absentee ballot applications; and

WHEREAS, the Ingham County Clerk worked in conjunction with the Purchasing Department to develop and disseminate Request for Proposals #97-20 for which five proposals were received and evaluated leading to this resolution.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Clerk Byrum to proceed with an agreement with Detroit Legal News, dba: Inland Press in an amount not to exceed \$90,000.00.

BE IT FURTHER RESOLVED, that this agreement shall be funded by the Ingham County Clerk's election supplies line item (101-191000-726010).

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

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

BE IT FURTHER RESOLVED, that the County Clerk shall transmit a copy of this resolution to the Governor of the State of Michigan and the Secretary of State of the State of Michigan.

Agenda Item 2a

TO: Law and Courts Committee & Finance Committee
FROM: Darin J. Southworth, Major – Sheriff's Office
DATE: October 23, 2020
SUBJECT: Parenting Program Provider Selection
For the November meeting agendas

BACKGROUND

RFP 147-20, for Parenting Program Services (PP) was conducted to identify providers for our inmate population, utilizing Millage Program Funds. PP is popular with our inmate population, and routinely court ordered. Our desire is to continue PP and fund it with Justice Millage funds.

PROPOSAL EVALUATION

Two vendors, Life Launch Institute, LLC (LLI), and Cognitive Consultants, responded to the RFP appropriately and timely. The Proposals were independently vetted by a small team that included Cynthia Johnson, Sgt. Buckner, Dep. Beals and me. We utilized an Evaluation Template and Performance Memo provided by the Purchasing Department, attached for review. LLI emerged as the preferred vendor.

FINANCIAL IMPACT

LLI submitted a cost proposal of \$200/session at two sessions per week up to 50 weeks = \$20,000. \$20,000 can be sufficiently covered with Millage Funding specifically encumbered for Programming.

OTHER CONSIDERATIONS

LLI owner, Lori Haney, has provided program facilitation to our population through a previous service provider. She is a local female owned company with proven performance in a correctional environment. Cognitive Consultants (CC) is also a local company but Parenting would be a new service for them. CC provides two other program services to our population currently and is a new vendor this year. Neither program has observed a smooth flow and both have resulted in facilitator changes. I'd like to iron out those wrinkles before engaging additional services with them.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support, Life Launch Institute, LLC to provide Parenting Programming for Ingham County Jail inmates, with Justice Millage funds.

Agenda Item 2a

TO: Darin J. Southworth, Major, Correctional Administrator
Ingham County Sheriff's Office

FROM: James Hudgins, Director of Purchasing

DATE: October 13, 2020

RE: Memorandum of Performance for RFP No. 147-20 Parenting Program Services

Per your request, the Purchasing Department sought proposals from qualified and experienced firms to submit proposals for the purpose of entering into a contract to provide parenting classes for inmates of the Ingham County Jail. Inmates admitted into this program will be referred from the Ingham County Jail Program Coordinator, 30th Judicial Circuit Court, Ingham County Adult Probation, Swift and Sure Sanctions Probation Program, Mental Health Court and the Family Division including Friend of the Court and the Juvenile Division.

The scope of work includes, but is not limited to, providing classes two times per week, one class per gender for a total of 50 weeks unless changed by the Ingham County coordinator. The facilitator of each class will keep a master list of attendees, track requirements and certification, report progress, and provide a quantitative and qualitative mid-year report.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	7	5
Vendors responding	2	2

Summary of the vendors' costs:

Vendor Name	Local Pref	Rate Per Hour Per Class
Life Launch Institute LLC	Yes, Lansing MI	\$200.00
Cognitive Consultants LLC	Yes, Holt MI	\$200.00

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

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH LIFE LAUNCH INSTITUTE, LLC
FOR PARENTING PROGRAMMING**

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

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

WHEREAS, on October 27, 2020 the Board of Commissioners adopted a Resolution #20-473 that allocates \$1,043,456 to fund Justice Millage programs coordinated by the Sheriff’s Office; and

WHEREAS, an RFP process was completed by the Purchasing Department which resulted in two vendor proposals, and a preferred choice emerging; and

WHEREAS, Life Launch Institute, LLC, has been identified as that vendor having the requisite qualifications and experience to provide Parenting Programming; and

WHEREAS, Life Launch Institute, LLC, is prepared to provide service to the County immediately.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes Corporate Counsel to proceed with an agreement between the identified vendor and the County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$20,000 per year with Life Launch Institute, LLC, for services as described in the scope of services proposal for the mutually agreeable time period not to exceed three years, beginning January 1, 2021.

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

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2021 budget consistent with the resolution.

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

Agenda Item 2b

TO: Law and Courts Committee & Finance Committee
FROM: Darin J. Southworth, Major – Sheriff's Office
DATE: October 23, 2020
SUBJECT: Restorative Justice Program Provider Selection
For the November meeting agenda

BACKGROUND

RFP 148-20, for Restorative Justice Training Services (RJ) was conducted to identify providers for our inmate population, utilizing Millage Program Funds. RJ touts broad success through teaching life changing skills designed to reduce recidivism and repair relationships through accountability, problem solving and conflict resolution. RJ is popular with our inmate population, evidenced by continually high attendance levels. Our desire is to continue RJ and fund it with Justice Millage funds.

PROPOSAL EVALUATION

Two vendors responded, were independently vetted by a small team that included Cynthia Johnson, Sgt. Buckner, Dep. Beals and me. We utilized an Evaluation Template and Performance Memo provided by the Purchasing Department, attached for review. A clear choice emerged in, "It Takes A Village Educational Consulting, LLC"

FINANCIAL IMPACT

"It Takes A Village Educational Consulting, LLC," submitted a cost proposal of \$20,150. The owner was willing to reduce the bid to \$20,000. \$20,000 would be sufficiently covered with Millage Funding specifically encumbered for Restorative Justice Programming.

OTHER CONSIDERATIONS

"It Takes A Village Educational Consulting, LLC," Greta Trice, owner, is a proven, local vendor that has instructed our population with great passion. Greta Trice is also a minority female owner/operator who expands our opportunity to connect with diverse audiences. Beginning Of Independence Group LLC's (BIG) presented well but only intended to deliver via virtual mediums. BIG is not local.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support, "It Takes A Village Educational Consulting, LLC" to provide Restorative Justice programming for Ingham County Jail inmates, with Justice Millage funds.

Agenda Item 2b

TO: Darin J. Southworth, Major, Correctional Administrator
Ingham County Sheriff's Office

FROM: James Hudgins, Director of Purchasing

DATE: October 15, 2020

RE: Memorandum of Performance for RFP No. 148-20 Restorative Justice Services

Per your request, the Purchasing Department sought proposals from qualified and experienced firms for restorative justice training services. The services will be provided for Ingham County Courts and agencies, as well as for Courts and agencies outside Ingham County in cases where the referred clients live or work in Ingham County.

The scope of services includes, but is not limited to, facilitation by the vendor's employee who is trained in mediation, conflict resolution and problem solving using Restorative Justice Practices and Facilitation. Classes will be held 2-times per week, 1-class per gender for a total of 50 weeks unless changes are approved by the I.C. Jail Program Director. The facilitator of each class shall keep a master list of attendees with information that would be beneficial in tracking the requirement for completing a basic certificate in the 15-week timeframe. The vendor must provide a report mid-year with information about achievements and effectiveness of the program.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	21	12
Vendors responding	2	1

Summary of the vendors' cost:

Vendor Name	Local Pref	Total Cost
It Takes a Village	Yes, Lansing MI	\$20,150.00
Beginning of Independence Group LLC	No, St. Clair Shores MI	\$19,600.00

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

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process. If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH IT TAKES A VILLAGE
EDUCATIONAL CONSULTING, LLC FOR RESTORATIVE JUSTICE PROGRAMMING**

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

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

WHEREAS, on October 27, 2020 the Board of Commissioners adopted a Resolution #20-473 that allocates \$1,043,456 to fund Justice Millage programs coordinated by the Sheriff’s Office; and

WHEREAS, an RFP process was completed by the Purchasing Department which resulted in two vendor proposals, a review process being completed, and a clear choice emerging; and

WHEREAS, “It Takes A Village Educational Consulting, LLC,” has been identified as the preferred vendor having the requisite qualifications to provide Restorative Justice programming and has been doing so for the jail population for the past three years; and

WHEREAS, “It Takes A Village Educational Consulting, LLC,” is prepared to provide service to the County immediately.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes Corporate Counsel to proceed with an agreement between the identified vendor and the County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$20,000 per year with “It Takes A Village Educational Consulting, LLC,” for services described in the scope of services proposal and for the mutually agreeable time period not to exceed three years, beginning January 1, 2021.

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

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2021 budget.

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

Agenda Item 2c

TO: Board of Commissioners / Law & Courts Committee / Finance Committee
FROM: Chief Deputy Jason Ferguson / Sheriff's Office
DATE: Tuesday, November 3rd 2020
SUBJECT: Request To Recover, Retain, and Present Sections of Historical Jail
For the meeting agenda of: Thursday, November 12th 2020

BACKGROUND

The Ingham County Justice Complex project continues to develop. In the coming months, a step in this process will be to complete demolition of the 1960's era Ingham County Jail. In recognition of almost 60 years of service to Ingham County, the Sheriff's Office personnel have expressed an interest in being able to own and display scrapped sections of the jail's security bars. This would be done in an effort to show respect for and preserve the legacy of the facility. The Sheriff's Office would like to honor the service of current and former employees by presenting them with a displayable section of the security bars from this historic complex.

ALTERNATIVES

Demolition of this decommissioned section of the current jail is a mandatory step in preparing the build site for temporary parking. The pending demolition will also assist in the preliminary steps needed to construct foundations for the new complex. As part of the demolition, the security bars and other discarded substances would normally be scrapped as they are not suitable for repurposing in the new facility. Therefore, recognizing the service of employees through this proposed presentation is an alternative to a wasteful discard of the materials.

FINANCIAL IMPACT

The cutting and sectioning of the individual panels will be funded by private donation. The anticipated cost of this project is between \$4,800 and \$5,500 but there is no financial impact to the County.

STRATEGIC PLANNING IMPACT

Not applicable.

OTHER CONSIDERATIONS

Not applicable.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support honoring the service of Sheriff's Office employees as well as preserving the legacy of the historic jail.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PRESENTATION OF SALVAGED SECURITY BARS FROM
THE DEMOLISHED JAIL IN HONOR OF THE HISTORICAL SERVICE PROVIDED BY
SHERIFF'S OFFICE EMPLOYEES AND ACCEPTANCE OF DONATIONS FOR THIS PURPOSE**

WHEREAS, the pending construction of the new Ingham County Justice Complex will require the demolition of a historic, decommissioned section of the current Ingham County Jail; and

WHEREAS, the antiquated metal bars utilized in the security of the decommissioned section will be discarded material and are not suitable for repurposing in the construction of the new jail; and

WHEREAS, the Ingham County Sheriff's Office seeks to honor the dedicated service of Sheriff's Office personnel by offering each employee a section of the security bars; and

WHEREAS, the cost for cutting the metal bars into individual pieces for presentation will be funded by private donation from Granger Construction.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office to accept private donation strictly for this purpose and then to recover, retain, and present a section of the security bars from the historic jail complex to each Sheriff's Office employee in honor of their past, present, and future service to our citizens.

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

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

Introduced by the County Services and Finance Committees:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING ANNUAL 2021 COMPENSATION FOR
NON-JUDICIAL COUNTY-WIDE ELECTED OFFICIALS**

WHEREAS, no wage increase was recommended as part of the 2021 Managerial/Confidential Personnel Manual; and

WHEREAS, the Board does not recommend an increase in salary for non-Judicial County-Wide Elected Officials for 2021; 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 2021 salary as listed below:

Elected Official	2020	2021
County Clerk	96,373	96,373
Drain Commissioner	90,086	90,086
Prosecuting Attorney	138,785	138,785
Register of Deeds	90,086	90,086
Sheriff	129,983	129,983
Treasurer	103,832	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, that 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, that these salaries are established on the expectation each elected official will perform services comparable to the hours worked by the County managers.

BE IT FURTHER RESOLVED, that the County of Ingham shall pay the annual Michigan Bar Dues for the Prosecuting Attorney.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING COMMISSIONER COMPENSATION
FOR 2021 AND 2022**

WHEREAS, the Board of Commissioners is authorized to establish the compensation for the Board of Commissioners; and

WHEREAS, the Board of Commissioners cannot make changes in compensation which affect the Board during the current term, but can make changes to be effective for the next term; and

WHEREAS, the Board of Commissioners wishes to establish the Commissioners' Compensation for the period of January 1, 2021 through December 31, 2022.

THEREFORE BE IT RESOLVED, that effective on the date indicated, the salaries for the Ingham County Board of Commissioners shall be as follows:

	Current Compensation	January 1, 2021	January 1, 2022
Board Chair	\$17,774	\$17,774	\$17,774
Vice Chair, Vice Chair Pro Tem and all Standing Committee Chairs	\$12,958	\$12,958	\$12,958
Other Commissioners	\$11,880	\$11,880	\$11,880

BE IT FURTHER RESOLVED, that each Commissioner shall continue to be paid a \$75.00 per diem for attending each officially called Standing Committee and Board Meeting of which the Commissioner is a member, including Committee of the Whole and Board Leadership to a maximum of eighty (80) per year, provided, however, that a Commissioner shall not be entitled to a payment for more than two (2) meetings per day; and provided further that Commissioners shall not be eligible for payment for a committee meeting which occurs on the same day as a board meeting.

BE IT FURTHER RESOLVED, that Commissioners unable to attend due to medical reasons or due to military duty shall be permitted to participate in the discussion and votes of committee and board meetings by telephone or videoconference provided that the requirements of the Open Meetings Act are met and that a quorum is physically present. Commissioners participating by telephone or videoconference shall be considered present (by telephone or videoconference) and are entitled to a per diem for a maximum of three (3) meetings annually.

BE IT FURTHER RESOLVED, that the above-stated salaries for Ingham County Commissioners shall not preclude a Commissioner from receiving a per diem payment when he/she is appointed to a statutory board and/or agency by the County Board of Commissioners. Commissioners shall receive the same per diem as non-Commissioner members appointed by the Board of Commissioners to statutory boards and/or agencies, in addition to the above stated salary, provided that a per diem Commissioner payment is not prohibited by the specific statute in question.

BE IT FURTHER RESOLVED, that the Director of the Board of Commissioner's Office shall be responsible for periodically preparing appropriate vouchers for the payment of per diem for each Commissioner, based on the approved minutes of each Standing Committee, Committee of the Whole, and Board Leadership meeting, and that said voucher shall be approved and signed by the individual Commissioners prior to its submission for payment.

BE IT FURTHER RESOLVED, that each Commissioner may, at his/her own expense, purchase health insurance, including dental and vision, as now or in the future provided by the County to its Managers.

BE IT FURTHER RESOLVED, that the retirement benefit for Commissioners who began serving prior to January 1, 2013 shall be MERS plan C-2 with B-1 base, 55F with 15 years; V6, FAC5, with Commissioners paying 4.76% of salary; which includes a 1.2% increase in Commissioner contributions, provided, however, that each Commissioner at the beginning of his/her term has the option of choosing to participate in the retirement plan.

BE IT FURTHER RESOLVED, that effective January 1, 2013 Commissioners shall be covered under a MERS Hybrid Plan.

BE IT FURTHER RESOLVED, that Commissioners shall receive reimbursement for travel outside Ingham County only for actual miles traveled on county business, at the rate established by the Internal Revenue Service, provided, however, that said mileage reimbursement is not more than that set for State Officers as determined by the State Officers Compensation Commission. In the event that the above stated mileage reimbursement exceeds the mileage rate established by the State Officers Compensation Commission, then under such circumstances that rate established by the State Officers Compensation Commission shall supersede the above stated rates. This paragraph shall apply to out-of-county travel only. Commissioners shall not receive mileage reimbursement for intra-county travel, except when in the process of traveling in the County as stated above and as otherwise provided hereunder.

BE IT FURTHER RESOLVED, that the reimbursement for expenses associated with conferences and conventions shall continue to be provided for Commissioners in the attached Travel Policy and Procedures for Ingham County Commissioners.

**TRAVEL POLICY AND PROCEDURES
FOR INGHAM COUNTY COMMISSIONERS**

1. Each Commissioner may be reimbursed up to \$1,500 annually for costs of transportation, meals and lodging associated with attending conferences or conventions in his/her capacity as a County Commissioner. Expenses for incidental travel and alcoholic beverages while at such conferences and conventions will not be reimbursed. Expenses must be reimbursed in the year in which they are incurred.
2. The cost of registration not exceeding \$1,000 per Commissioner for in-state and out-of state conferences or conventions may be paid from the Board of Commissioners budget and will not be counted as part of the Commissioners annual \$1,500 travel reimbursement allowance.
3. In the event that a Commissioner is appointed or elected to an office by a state or national association, the Board may, by resolution, recognize the position and allocate up to an additional \$1,500 annually within the County's fiscal year to cover increased expenses of attending necessary functions associated with the office.
4. Expenses incurred by a Commissioner in excess of the above limits which are billed to the County will be recovered through payroll deduction unless reimbursed by the Commissioner within 10 working days of receipt of the statement by the Board Office.
5. Original receipts or credit card records must be submitted to obtain reimbursement for travel and lodging expenses.
6. Any funds authorized pursuant to this policy, but unexpended within the fiscal year, cannot be carried over for use in succeeding fiscal years.
7. A Commissioner shall not be reimbursed more than \$3,000 for travel expenses within the County's fiscal year, excluding registration fees.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN ECONOMIC DEVELOPMENT SERVICE CONTRACT

WHEREAS, Ingham County has established an Economic Development Department to promote and administer economic development activities on the County's behalf; and

WHEREAS, the Economic Development Director historically provided administrative services to the County's Economic Development Corporation and the Brownfield Redevelopment Authority; and

WHEREAS, the Economic Development Director announced her retirement in 2017; and

WHEREAS, Lansing Economic Area Partnership Agreement (LEAP), of which Ingham County is a member, is widely recognized as the capitol region economic development coordinator; and

WHEREAS, LEAP contracted with Ingham County from 2018 through 2020 to provide economic development services, including but not limited to coordination of the Economic Development Corporation and Brownfield Redevelopment Authority; and

WHEREAS, LEAP is able and willing to continue its role in promoting and administering economic development activities on behalf of Ingham County; and

WHEREAS, LEAP has the ability to provide staff services to the County Economic Development Corporation and Brownfield Redevelopment Authority; and

WHEREAS, working directly with LEAP will assure coordination with regional economic development activities.

THEREFORE BE IT RESOLVED, that the Board of Commissioners does hereby authorize the approval of an economic development service agreement in an amount not to exceed \$105,000 per year for a period of three years, beginning on January 1, 2021 and ending December 31, 2023.

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

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

TO: INGHAM COUNTY BOARD OF COMMISSIONERS
FROM: LANSING ECONOMIC AREA PARTNERSHIP
DATE: MONDAY, NOVEMBER 9, 2020
RE: ADVANCEMENT OF LANSING REGION'S MEDTECH ECOSYSTEM, EDA GRANT OPPORTUNITY, SPRINT CHALLENGE

BACKGROUND

In wake of the COVID-19 pandemic, Lansing Economic Area Partnership (LEAP) has facilitated numerous immediate economic response initiatives. By the end of September, approximately \$7.3 million in grants and loans will have been competitively awarded to hurting small businesses across Clinton, Eaton and Ingham counties. Yet, the challenges faced are still present and demand LEAP and its partners to deliver more support, especially within the region's healthcare ecosystem.

LEAP's business attraction strategy targets key industry clusters for economic growth in the Lansing tri-county region. A specific cluster of focus in recent years, and now given the COVID-19 pandemic, is MedTech, Accelerator and Life Sciences, or simply put, medtech. This cluster is inclusive of the entire value chain of technology and manufacturing that supports and advances healthcare. Medtech is driving exciting innovations, with medtech companies in our region trailblazing on multiple fronts across the United States and world. More information at www.purelansing.com/medtech.

As home to one of the world's leading research universities (Michigan State University), the Lansing region has an international presence in cutting-edge medical research, and a growing industry cluster with distinguished strength in Medical Isotopes, Biotechnology and Medical Devices.

Lansing's medtech cluster is poised for tremendous growth given our knowledge-based assets, pipeline of industry-honed talent and some massive healthcare investments currently underway. Recognizing so in early 2020 and with the mission to enhance the industry here, LEAP mobilized a MedTech Advisory Group of leaders in healthcare, industry, education, government and research and development, chaired by MSU's EVP of Health Sciences, Dr. Norman Beauchamp, and Niowave's President Mike Zamara.

In March, the MedTech Advisory Group shifted its focus towards real-time solutions for COVID-19's effect on the healthcare systems and medical supply chain, successfully connecting area health system leadership and supply chain executives directly with area manufacturers capable of manufacturing essential personal protective equipment (PPE) and other medical supplies, developing new decontamination processes, and furthering other innovations.

As COVID-19 lingers on, accompanied by economic and medical ambiguities, LEAP believes more concentrated efforts now in accelerating a diverse, robust and collaborative Medtech ecosystem will produce indispensable industry innovation and economic resiliency for our region and beyond.

PROJECT OVERVIEW

LEAP intends to apply for Economic Development Administration (EDA) FY 2020 Scaling Pandemic Resilience Through Innovation and Technology (SPRINT) Challenge grant funding. The [SPRINT Challenge](#) is designed to support the development, creation, or expansion of programs that accelerate technology-based economic development in pursuit of vibrant, innovative economies and economic growth, and respond to the challenges caused by the coronavirus pandemic.

LEAP is preparing a grant request of approximately \$400,000 to advance the Lansing Region MedTech Ecosystem through the following core economic development programming:

- MedTech Innovation Lab
 - Bring together corporations, investors, startups and members of the medical industry with the mission to enhance innovation and capacities in the MedTech (medical technology) space.
 - Utilize corporate innovation experience via LEAP subsidiary, [PROTO Accelerator](#), incorporating industry expertise, mentorship, funding, and incremental pilot testing.

LEAP has applied to and is in the final review stages of a different EDA CARES Act Recovery Assistance grant for the Lansing Region MedTech Ecosystem, though the EDA has recommended that LEAP apply for the SPRINT Challenge as well (LEAP will only accept one grant if awarded both).

REQUEST

Michigan Economic Development Corporation (MEDC) is accepting applications to provide matching funds required as part of the EDA SPRINT Challenge application (EDA application).

LEAP's staff time is covering the entirety of the 20% required match (no Ingham County Match required), though matching cash in addition to staff time strengthens the overall EDA application. Through its Community Development Block Grant (CDBG) program, MEDC will contribute half of the 20% match required by the EDA, not to exceed \$250,000.

All Michigan Units of General Local Government, both entitlement and non-entitlement jurisdictions, are eligible to apply. As an integral regional partner, home to Michigan State University, pioneering companies and key municipalities, LEAP requests to collaborate with Ingham County in applying for the MEDC matching funds.

As further background, Ingham County Board of Commissioners approved the request to collaborate for the MEDC CDBG matching funds related to the EDA CARES Act Recovery Assistance grant application on August 25, 2020.

In the same way for the SPRINT Challenge, Ingham County would be the official applicant and fiduciary for the MEDC application at no additional cost to the County, as LEAP would manage the MEDC grant administration under the auspices of its current contract managing the Ingham County Economic Development Corporation.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUPPORT LEAP EDA SPRINT CHALLENGE GRANT AND APPLY FOR STATE MATCHING FUNDS FOR LEAP EDA SPRINT CHALLENGE GRANT APPLICATION

WHEREAS, the U.S. Economic Development Administration (EDA) has allocated \$25 million in grant funding, named the SPRINT Challenge through its Economic Adjustment Assistance program, to support the development, creation, or expansion of programs that accelerate technology-based economic development in pursuit of vibrant, innovative economies and economic growth, and respond to the challenges caused by the coronavirus pandemic; and

WHEREAS, the Lansing Economic Area Partnership (LEAP), the Lansing region's economic development organization, intends to apply for EDA SPRINT Challenge funding; and

WHEREAS, LEAP's SPRINT Challenge grant application (the "EDA Application") focuses on advancing the Lansing region's medical technology, accelerator and life sciences industry cluster, commonly known as medtech, through entrepreneurship and innovation to enhance the Lansing region's economic health resiliency and medtech ecosystem in response to COVID-19; and

WHEREAS, the EDA Application requires a 20% funding match, cash or in-kind, and support from a formal local governmental unit; and

WHEREAS, the Michigan Economic Development Corporation (MEDC) is accepting applications (the "MEDC Application") to provide half of the required 20% match for the EDA Application, complementing LEAP's matching in-kind staff time; and

WHEREAS, the MEDC Application is open to all Michigan units of general local governments, including non-entitlement jurisdictions, on a rolling basis through its Community Development Block Grant program; and

WHEREAS, Ingham County is an eligible Michigan unit of general local government, home to one of the world's top research universities (Michigan State University), leading industry-honed talent, and a growing industry cluster of distinguished medical isotope, biotechnology and medical device innovators; and

WHEREAS, LEAP requests to collaborate with Ingham County in applying for the MEDC matching funds in pursuit of EDA SPRINT Challenge funding, where Ingham County would be the official applicant and fiduciary for the MEDC Application, managed by LEAP under the auspices of its current Economic Development Corporation contraction; and

WHEREAS, Ingham County is not liable to provide any matching funds; and

WHEREAS, Ingham County's participation and leadership in pursuing MEDC matching cash would strengthen the EDA Application and ultimately provide the Lansing region a better opportunity to advance economic development in communities negatively affected by COVID-19.

THEREFORE BE IT RESOLVED, that the Board of Commissioners of the County of Ingham supports the Lansing Economic Area Partnership's EDA SPRINT Challenge grant application as its formal local governmental partner.

BE IT FURTHER RESOLVED, that the Board of Commissioners of the County of Ingham authorizes staff to apply for and accept, if awarded, Michigan Economic Development Corporation EDA Grant Matching Funds in pursuit of matching funds for Lansing Economic Area Partnership's EDA SPRINT Challenge grant application.

BE IT FURTHER RESOLVED, that should any section, clause or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid and all resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

BE IT FURTHER RESOLVED, that the Board of Commissioners of the County of Ingham authorizes the Controller/Administrator to make the necessary budget adjustments to receive the funds, create the necessary accounts, make necessary transfers and complete other administrative actions in accordance with the requirements of the grantor.

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

Agenda Item 5a

To: Ingham County Law & Courts and Finance Committees
From: Da'Neese Wells
Date: 10/26/20
Subject: Mental Health Court Resolution for Fiscal Year 2021

Attached please find a Resolution requesting authorization for the 55th District Court Mental Health Court to accept \$369,000 in grant funding from the Michigan Mental Health Court Grant Program (MMHCGP), administered by the State Court Administrative Office (SCAO).

We have received Michigan Mental Health Court Grant Program funding for Mental Health Court since FY2014. The basic premise of the program is a collaborative relationship between the 55th District Court and the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) designed to link mentally ill criminal defendants to appropriate treatment in hopes of better addressing the needs of individuals with mental illness, reducing recidivism and enhancing public safety.

The grant funding supports one full-time probation officer assigned to the program. This position has already been approved in the 2021 Ingham County budget.

The resolution also authorizes up to \$109,718 Ingham County In-Kind funding and acknowledges \$35,666 CMHA-CEI Local Cash Contributions, resulting in a total Mental Health Court budget not to exceed \$514,384.

Additionally, the resolution acknowledges that the 55th District Court will allocate Ingham County In-Kind funding in the amount of \$4,500 to the Ingham County Office of the Public Defender for representation of non-indigent Mental Health Court participants.

Lastly, the resolution authorizes continuation of a probation officer position, and subcontracts as follows:

1. Electronic Monitoring Services with Judicial Services Group – not to exceed a total of \$1,500,
2. Substance Use Testing with Alcohol and Drug Administrative Monitoring (ADAM) – not to exceed a total of \$42,318,
3. Mental Health Services with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties - not to exceed \$302,753 (\$210,500 grant funding, \$56,587 Ingham County In-Kind Funding, and \$35,666 Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Local In-Kind Contribution funding).

Thank you for your consideration.

Agenda Item 5a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE INGHAM COUNTY 55TH DISTRICT COURT TO ACCEPT A GRANT AWARD FROM THE MICHIGAN SUPREME COURT STATE COURT ADMINISTRATIVE OFFICE - MICHIGAN MENTAL HEALTH COURT GRANT PROGRAM, CONTINUE A PROBATION OFFICER POSITION, AND AUTHORIZE SUBCONTRACTS

WHEREAS, the Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMHA-CEI) estimates there are over 5,000 seriously mentally ill adults in our region; and

WHEREAS, the 55th District Court has identified a need for specialized case handling for mentally ill defendants; and

WHEREAS, research indicates such specialized case handling results in lower recidivism rates, increased public safety and more efficient public sector spending; and

WHEREAS, the 55th District Court has received a grant from the State Court Administrative Office - Michigan Mental Health Court Grant Program (SCAO-MMHCGP) in the amount of \$369,000 to continue a Mental Health Court at the 55th District Court; and

WHEREAS, continuation of the Mental Health Court will require continuing to employ a probation officer to provide staffing for the program; and

WHEREAS, sources of Mental Health Court grant funding have been identified which would not obligate the County to provide matching funds, including but not limited to the SCAO-MMHCGP.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the SCAO-MMHCGP for a total budget not to exceed \$514,384 to include SCAO-MMHCGP grant funds in the amount of \$369,000, Ingham County In-Kind matching funds not to exceed \$109,718 with no local hard cash matching funds, and CMH -CEI Local In-Kind Contributions not to exceed \$35,666 for the time period of October 1, 2020 through September 30, 2021.

BE IT FURTHER RESOLVED, that the 55th District Court will allocate Ingham County In-Kind funding in the amount of \$4,500 to the Ingham County Office of the Public Defender for representation of non-indigent Mental Health Court participants.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes continuation of one FTE Grant-funded Probation Officer, an ICEA Court Professional, Grade 7, contingent upon the availability of grant funds.

BE IT FURTHER RESOLVED, that grant funded Mental Health Court program direct service subcontracts for the following services in the following amounts are authorized:

1. Electronic Monitoring Services with Judicial Services Group – not to exceed a total of \$1,500
2. Substance Use Testing with Alcohol and Drug Administrative Monitoring (ADAM) – not to exceed a total of \$42,318
3. Mental Health Services with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties—not to exceed \$302,753 (\$210,500 grant funding, \$56,587 Ingham County In-Kind Funding, and \$35,666 CMH-CEI Local In-Kind Contribution funding).

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2020 and 2021 55th District Court budget and the position allocation list.

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

Agenda Item 5b

To: Ingham County Law & Courts and Finance Committees
From: Da'Neese Wells
Date: 10/26/20
Subject: Sobriety Court Resolution for Fiscal Year 2021

Attached please find a resolution requesting authorization for the 55th District Court Sobriety Court to accept \$127,000 in grant funding from the Michigan Drug Court Grant Program (MDCGP), administered by the State Court Administrative Office (SCAO).

We have received grant funding administered by SCAO for Sobriety Court since FY2004. Our program targets OWI 2nd and OWI 3rd offenders found dependent on alcohol or other drugs who are not violent offenders (as defined in MCL 600.1062). Research suggests case handling should be expedited for these defendants. Prior to the implementation of Sobriety Court we had no specific mechanisms for this purpose. Now, potential Sobriety Court participants are identified at arraignment and placed on Sobriety Court bond conditions, which include testing and reporting. Compliance with these conditions is monitored throughout the pre-adjudication process. We've found that the combination of pretrial supervision and Sobriety Court motivates participants to remain sober during the period of supervision and after graduation, reducing recidivism and enhancing public safety.

The grant funding supports one full-time probation officer assigned to the program. Ingham County In-Kind funding supports one half-time probation officer assigned to the program. These positions have already been approved in the 2020 Ingham County budget.

The resolution also authorizes \$168,165 Ingham County In-Kind funding and acceptance of future possible donations from the Ingham County Sobriety Court Foundation, resulting in a current total Sobriety Court budget of \$295,165.

Additionally, the resolution acknowledges that the 55th District Court will allocate Ingham County In-Kind funding in the amount of \$9,600 to the Ingham County Office of the Public Defender for representation of non-indigent Sobriety Court participants.

Lastly, the resolution authorizes subcontracts as follows:

1. Substance Abuse Testing with Alcohol and Drug Administrative Monitoring (ADAM) – not to exceed \$18,146,
2. Evaluation and Counseling services with Cognitive Consultants – not to exceed \$53,850.

Thank you for your consideration.

Agenda Item 5b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY 55TH DISTRICT COURT TO ACCEPT A
GRANT AWARD FROM THE MICHIGAN SUPREME COURT'S STATE COURT
ADMINISTRATIVE OFFICE - MICHIGAN DRUG COURT GRANT PROGRAM AND AUTHORIZE
SUBCONTRACTS**

WHEREAS, the 55th District Court Sobriety Court Program (Sobriety Court) has since 2004 provided quality services to the citizens of Ingham County; and

WHEREAS, continuation of the Sobriety Court will require continuing to employ two probation officers to provide staffing for the program; and

WHEREAS, the increased caseloads seriously threaten the level and quality of services; and

WHEREAS, sources of sobriety court grant funding have been identified which would not obligate the County to provide matching funds, including but not limited to the State Court Administrative Office - Michigan Drug Court Grant Program (SCAO-MDCGP).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of a State Court Administrative Office grant including the SCAO-MDCGP grant in the amount of \$127,000 to the Ingham County 55th District Court Sobriety Court Program for the time period of October 1, 2020 through September 30, 2021.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of donations from the Ingham County Sobriety Court Foundation as well as other organizations, groups and individuals to the Ingham County 55th District Court Sobriety Court.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby expresses its appreciation to the Ingham County Sobriety Court Foundation for any future possible donations to the 55th District Court Sobriety Court Program and authorizes the program to accept any future possible donation.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the total grant budget of \$295,165 to include SCAO-MDCGP grant funds in the amount of \$127,000 and Ingham County In-Kind matching funds of \$168,165 with no local hard cash matching funds, all of which are required to continue the Sobriety Court Program.

BE IT FURTHER RESOLVED, that the 55th District Court will allocate Ingham County In-Kind funding in the amount of \$9,600 to the Ingham County Office of the Public Defender for representation of non-indigent Sobriety Court participants.

BE IT FURTHER RESOLVED, that grant-funded Sobriety Court program direct service subcontracts for the following services in the following amounts are authorized:

1. Substance Abuse Testing with Alcohol and Drug Administrative Monitoring (ADAM) – not to exceed \$18,146
2. Evaluation and Counseling services with Cognitive Consultants – not to exceed \$53,850

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2020 and 2021 55th District Court budget and the position allocation list.

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

Agenda Item 6a

TO: Board of Commissioners Law & Courts Committee, Finance Committee
FROM: Bob Boerkoel, Sergeant, Office of Homeland Security and Emergency Management
DATE: October 28, 2020
SUBJECT: Resolution to Accept Grant Funds from the State of Michigan Emergency Management Performance Grant (EMPG) for FY 2020
For the meeting agenda of *November 12, 2020*

BACKGROUND

This resolution is for the approval to accept the FY2020 Emergency Management Performance Grant Award to reimburse Ingham County for a portion of the Office of Homeland Security and Emergency Management Program Manager wages and fringe benefits.

ALTERNATIVES

N/A

FINANCIAL IMPACT

This award reimburses the county up to \$59,197.00 of the Office of Homeland Security and Emergency Management Program Manager wages and fringe benefits.

STRATEGIC PLANNING IMPACT

This project fits with the Ingham County Goals of: (A) Service to Residents - provide easy access to quality, cost effective services that promote well-being and quality of life for the residents of Ingham County as it promotes the protection of life, property, and vital infrastructure during times of disaster or emergency; (C) Finance – Maintain and enhance County fiscal health to ensure delivery of services as it utilizes available grant monies awarded to Ingham County to reduce the financial obligation of Ingham County.

OTHER CONSIDERATIONS

The Ingham County Office of Homeland Security & Emergency Management has fulfilled its requirements under Public Act 390 regarding an Emergency Management Program. The Emergency Management Program is capable of protecting life, property, and vital infrastructure in times of disaster or emergency.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the acceptance of grant funds from the State of Michigan Emergency Management Performance Grant (EMPG) for FY 2020.

Agenda Item 6a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT GRANT FUNDS FROM THE STATE OF MICHIGAN EMERGENCY
MANAGEMENT PERFORMANCE GRANT FOR FY 2020**

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has fulfilled its requirements under Public Act 390 regarding an Emergency Management Program; and

WHEREAS, the Emergency Management Performance Grant (EMPG) for FY 2020 required Ingham County to develop and maintain an Emergency Management Program capable of protecting life, property, and vital infrastructure in times of disaster or emergency; and

WHEREAS, the award reimburses Ingham County for a portion of the Office of Homeland Security and Emergency Management Program Manager wages and fringe benefits.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the acceptance of the FY 2020 EMPG from the State of Michigan for \$59,167.00, for the time period of October 1, 2019 to September 30, 2020.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make any necessary budget adjustments in the Ingham County Office of Homeland Security & Emergency Management 2020 Budget.

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.

Agenda Item 6b

TO: Board of Commissioners Law & Courts Committee, Finance Committee
FROM: Bob Boerkoel, Sergeant, Office of Homeland Security and Emergency Management
DATE: October 28, 2020
SUBJECT: Resolution to authorize a contract with the State of Michigan, making Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1 and accepting the FY 2020 Homeland Security Grant Program Funds.
For the meeting agenda of *November 12, 2020*

BACKGROUND

This resolution is to authorize a contract with the State of Michigan to make Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1 and accept the FY 2020 Homeland Security Grant Program Funds.

ALTERNATIVES

N/A

FINANCIAL IMPACT

This award provides to Ingham County agencies \$25,305.68 from the State Homeland Security Program (SHSP) and \$33,188.23 from the Law Enforcement Terrorism Prevention Activities (LEPTA) for a total of \$58,493.91. Additionally, funds from this grant may be used to reimburse Ingham County for salary of the Regional Emergency Planner.

STRATEGIC PLANNING IMPACT

This project fits with the Ingham County Goals of: (A) Service to Residents - provide easy access to quality, cost effective services that promote well-being and quality of life for the residents of Ingham County as it enhances national resilience to absorb disruptions and rapidly recover from natural disasters and terrorist incidents; (C) Finance – Maintain and enhance County fiscal health to ensure delivery of services as it utilizes available grant monies awarded to Ingham County to reduce financial obligation of Ingham County.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support entering into a contract with the State of Michigan, making Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1 and accepting the FY 2020 Homeland Security Grant Program Funds.

Agenda Item 6b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH THE STATE OF MICHIGAN, MAKING INGHAM COUNTY THE FIDUCIARY AGENT FOR MICHIGAN HOMELAND SECURITY REGION 1 AND ACCEPTING THE FY 2020 HOMELAND SECURITY GRANT PROGRAM FUNDS

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive pass through grant funds from the FY 2020 Homeland Security Grant Program (HSGP); and

WHEREAS, the purpose of these grant funds is to purchase equipment and to provide training in the Homeland Security & Emergency Management field; and

WHEREAS, the total amount of grant funds available to Ingham County agencies is \$25,305.68 from the State Homeland Security Program (SHSP) and \$33,188.23 from the Law Enforcement Terrorism Prevention Activities (LETPA) for a total of \$58,493.91; and

WHEREAS, the SHSP is a core assistance program that provides funds to build capabilities at the state, local, tribal, and territorial levels, to enhance national resilience to absorb disruptions and rapidly recover from natural disasters and terrorist incidents; and

WHEREAS, there are a number of projects benefiting Ingham County agencies, presently approved or pending approval by the State of Michigan; and

WHEREAS, the total grant award for Michigan Homeland Security Region 1 for FY 2020 is \$848,621; and

WHEREAS, Ingham County will be the fiduciary agent for these grant funds for Michigan Homeland Security Region 1.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the State of Michigan to be the fiduciary agent for the FY 2020 Department of Homeland Security, HSGP, and the acceptance of \$848,621 for the time period of September 1, 2020 to May 31, 2023.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with the following Region 1 partners receiving FY 2020 HSGP funding to include: County of Clinton, County of Eaton, County of Gratiot, County of Hillsdale, County of Jackson, County of Lenawee, County of Livingston, County of Shiawassee, and the City of Lansing.

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 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.

Agenda Item 7a

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: November 3, 2020

SUBJECT: Resolution to Authorize Acceptance of MSP SAKI Grant Amendment and Authorize Subcontracts for Jackson County Investigator

BACKGROUND

Our office has received a grant extension from the Michigan Department of State Police (MSP) for the 2015 Sexual Assault Kit Initiative Grant. This grant and the proposed amendment provides funds to assist local prosecutors with investigation, prosecution, and notification of victims for cases arising out of the statewide Sexual Assault Kit Initiative (SAKI). ICPO has received funding and utilizes one assistant prosecutor and one dedicated Ingham County Sheriff's Department (ICSD) Detective to investigate these unresolved cases. Last year additional funds were approved to add subcontracts for an investigator position in Jackson County to work cooperatively with our current SAKI investigator. This year's grant extension continues the subcontracts and Jackson investigator.

ALTERNATIVES

None at this time. The amendment extension and additional funding were awarded to address the need for an additional investigator for Ingham County and to address the significant number of unresolved kits in Jackson County.

FINANCIAL IMPACT

There is no financial impact since MSP will continue to provide re-imbursement funding for the Ingham County SAKI investigator and has agreed to provide re-imbursement funding for the Jackson County SAKI investigator. The amount of the total award is \$268,271. The period of this award is extended to March 31, 2021.

OTHER CONSIDERATIONS

Regionalized investigation with a multi-county approach has enhanced the quality of these complex criminal sexual conduct investigations. The Blackman-Leoni Township Department of Public Safety has assigned Detective Joseph Merritt to the SAKI team. The Jackson County Prosecutor's Office, the Blackman-Leoni Township Board, and the Michigan Department of the Attorney General all support regionalized SAKI investigations.

RECOMMENDATION

Based on the information provided, I respectfully request approval of the attached resolution.

Agenda Item 7a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ACCEPTANCE OF A GRANT AMENDMENT WITH THE MICHIGAN STATE POLICE AND THE INGHAM COUNTY PROSECUTOR'S OFFICE AND AUTHORIZING A SUB CONTRACT BETWEEN THE INGHAM COUNTY PROSECUTOR'S OFFICE AND JACKSON COUNTY PROSECUTOR'S OFFICE AND THE BLACKMAN-LEONI TOWNSHIP DEPARTMENT OF PUBLIC SAFETY

WHEREAS, the Department of the Michigan State Police (MSP) provides funds for investigators to review and investigate cases arising from the testing of previously untested sexual assault kits through the 2015 Sexual Assault Kit Initiative (SAKI); and

WHEREAS, the MSP has awarded the Ingham County Prosecutor's Office (ICPO) an amended SAKI Grant in the amount of \$268,271, effective thorough March 31, 2021, and these additional funds are to be used for an additional investigator position in Jackson County to work cooperatively with the current Ingham County SAKI investigator; and

WHEREAS, the Ingham County investigator will be paid by funds from the MSP SAKI Grant including by not limited to salary and fringe benefits, computers, phones, training and mileage and any other funds totaling \$144,455; and

WHEREAS, the Jackson County investigator, provided by the Blackman-Leoni Department of Public Safety, will be paid by funds from the MSP SAKI Grant including by not limited to salary and fringe benefits, computers, phone, training and mileage and any other funds totaling \$101,250; and

WHEREAS, the Ingham County Prosecutor's Office is authorized to enter into a sub contract with Jackson County Prosecutor's Office to utilize a Blackman-Leoni Department of Public Safety investigator to review and investigate SAKI cases with MSP funding of \$15,096; and

WHEREAS, the award includes \$7,470 to the Ingham County Prosecutor's Office for other expenses including but not limited to rent and cell phone service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the ICPO to enter into an amended contract in the amount of \$268,271 with Michigan State Police and a subcontract with JCPO and Blackman-Leoni Township Department of Public Safety consistent with this resolution.

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

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

Agenda Item 7b

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: November 3, 2020

SUBJECT: Resolution to Authorize a Memorandum of Understanding between the Department of the Attorney General, the Ingham County Prosecutor's Office, and the Jackson County Prosecutor's Office, AWARE Inc., and a Sub-Contract with End Violent Encounters

BACKGROUND

Our office receives grant funding from Michigan Department of the Attorney General to assist local prosecutors with the investigation, prosecution, and notification of victims in cases arising out of the statewide Sexual Assault Kit Initiative (SAKI). ICPO utilizes one Special Assistant Attorney General and one dedicated Ingham County Sheriff's Office (ICSO) detective to investigate those unsolved cases originating from Ingham County. Last year additional funds were provided to expand the duties of our Ingham County based SAKI Assistant Attorney General to include unresolved sexual assault kit cases originating from Jackson County. Our SAKI prosecutor was authorized, under the powers of the Attorney General, to prosecute cases in both counties. The Jackson County Prosecutor's Office (JCPO) provided office space and resources for the additional prosecutorial assistance. Further, the grant includes funds for a community-based Jackson County sexual assault advocate to provide victim services.

ALTERNATIVES

None at this time.

FINANCIAL IMPACT

There is no financial impact since the Department of the Attorney General will provide re-imburement funding for all expenses charged under the Memorandum of Understanding (MOU). The agreement does require Ingham County to process all billing from AWARE Inc. and JCPO. The MOU also includes the anticipated independent contractor agreement with End Violent Encounters. That agreement for a part-time advocate is not to exceed \$14,919. The amount of the total funding is \$283,475. The MOU is for services provided on or after January 1, 2021 to December 31, 2021.

OTHER CONSIDERATIONS

Regionalized prosecution, investigation, and victim advocacy through a multi-county approach has enhanced the quality of these complex investigations. Currently, our SAKI team has multiple investigations on going in each county.

RECOMMENDATION

Based on the information provided, I respectfully request approval of the attached resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF THE ATTORNEY GENERAL, THE INGHAM COUNTY PROSECUTOR'S OFFICE, THE JACKSON COUNTY PROSECUTOR'S OFFICE, AWARE INC., AND A SUBCONTRACT WITH END VIOLENT ENCOUNTERS

WHEREAS, the Department of the Attorney General provides funds for local prosecutors to assist with the investigation, prosecution, and victim notification of cases arising from the testing of previously untested sexual assault kits through the 2015 Sexual Assault Kit Initiative (SAKI); and

WHEREAS, the Attorney General would designate a Special Assistant Attorney General to review these investigations and determine the viability of prosecution of these untested sexual assault kits for both Ingham and Jackson Counties; and

WHEREAS, the Special Assistant Attorney General will be working out of the Ingham County Prosecutor's Office (ICPO) yet also have access and work space in the Jackson County Prosecutor's Office (JCPO); and

WHEREAS, the Special Assistant Attorney General will be paid by funds from the Attorney General's office, for duties performed in both Ingham and Jackson counties, including but not limited to salary, computers, phone, training, mileage, and any other funds approved by the Department of the Attorney General with all expenses, excluding salary, to be processed by Ingham County but paid for by the Department of the Attorney General; and

WHEREAS, the total personnel costs, including advocates, and miscellaneous other costs for both counties is not to exceed \$283,475; and

WHEREAS, the ICPO is authorized to enter into a subcontract with End Violent Encounters (EVE), not to exceed \$14,919, for notification and advocacy services for sexual assault victims; and

WHEREAS, the JCPO will be entering into a subcontract with AWARE Inc., not to exceed \$23,556, for notification and advocacy services for sexual assault victims in Jackson County and AWARE Inc. will submit billing to be processed by Ingham County but paid by the Department of the Attorney General.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the ICPO to enter into a memorandum of understanding, effective January 1, 2021 through December 31, 2021, with the Department of the Attorney General, the JCPO, and AWARE Inc., consistent with this resolution and authorizes the ICPO to enter into a subcontract with EVE.

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

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

Agenda Item 8a

TO: Board of Commissioners Law and Courts and Finance Committees
FROM: Mary Sabaj, CCAB Manager
DATE: November 3, 2020
SUBJECT: RESOLUTION TO AUTHORIZE AMENDING THE CONTRACT WITH ALCOHOL DRUG ADMINISTRATIVE MONITORING, INC. (ADAM) TO EXTEND THE PERFORMANCE PERIOD FOR DRUG TESTING AND BREATHALYZER SERVICES

For the meeting agendas of November 12 and November 18

BACKGROUND

After completing an RFP process, Resolution #18-459 adopted by the Board of Commissioners on December 11, 2018, approved entering a contract with Alcohol Drug Administrative Monitoring, Inc. (ADAM) for critical drug testing and breathalyzer services for a performance period of January 1, 2019 through December 31, 2019 with a one year automatic renewal period ending December 31, 2020. ADAM has agreed to hold pricing and all contract terms for an additional two year period ending December 31, 2022.

ALTERNATIVES

In the absence of this contract, the County has no control over testing protocol or pricing and clients would be subject to price increases. It is important that pricing not be overly burdensome for client-pay referrals and that Circuit Court grant funding go as far as possible. Without this extension, a price increase will be imminent at a time when those experiencing job loss and reduced hours due to the COVID-19 pandemic can least afford it.

FINANCIAL IMPACT

The majority of users are self-pay. Circuit Court grant funds available for this purpose are available in the Court's 2021 budget.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of providing easy access to quality, innovative, cost effective services that promote well-being and quality of life for the residents of Ingham County, specifically section A 2. (e) of the Action Plan – Combine Jail sentences with substance abuse and other treatment programming when appropriate to reduce recidivism.

OTHER CONSIDERATIONS

The contract extension will also allow ADAM to focus on navigating the challenges presented by the COVID-19 pandemic, using its time and resources on providing drug testing and breathalyzer services in the safest way possible. Given the nature of the services, disinfecting the facility and monitoring client compliance with strict and extensive safety requirements and protocols is an ongoing challenge. Prior to the end of the contract, an RFP will be distributed for these services.

RECOMMENDATION

Based on the information presented, approval of the attached resolution is respectfully requested.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDING THE CONTRACT WITH
ALCOHOL DRUG ADMINISTRATIVE MONITORING, INC. (ADAM)
TO EXTEND THE PERFORMANCE PERIOD FOR DRUG TESTING AND
BREATHALYZER SERVICES**

WHEREAS, a contract was entered between Ingham County and Alcohol Drug Administrative Monitoring, Inc. (ADAM) to provide drug and breathalyzer testing services for a performance period of January 1, 2019 through December 31, 2019 with a one year automatic renewal ending December 31, 2020, and

WHEREAS, the current contract with ADAM will expire December 31, 2020; and

WHEREAS, the 30th Judicial Circuit Court through Pretrial Services, Circuit Court Adult Probation, Swift and Sure Sanctions Probation Program, Mental Health Court and Family Division, including Friend of the Court and Juvenile Division (hereafter referred to as “referral sources”) clients require ongoing testing services that are administered in compliance with all County requirements including laboratory testing at predetermined frequencies in conjunction with instant testing and approved chain of custody protocols; and

WHEREAS, in the absence of any monetary subsidy provided by Ingham County, it is critical that client-pay testing services be available at a cost that is not overly burdensome to clients referred from the above County referral sources, especially when so many have lost jobs or had hours reduced due to the COVID-19 pandemic; and

WHEREAS, testing services to be billed directly to and reimbursed by the Circuit Court with grant funds authorized in the FY 2021 and 2022 budgets, will be billed pursuant to the current fee schedule attached, that is agreeable to the Circuit Court; and

WHEREAS, ADAM is willing to hold current pricing and all other contractual terms through an additional two year performance period; and

WHEREAS, client-pay services will be provided by ADAM at no cost to Ingham County and without a minimum guaranteed number of referrals pursuant to the attached fee schedule that is agreeable to the above referral sources.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the contract with ADAM for drug and breathalyzer testing services to extend the performance period to January 1, 2021 through December 31, 2021 with a one year automatic renewal thereafter not to extend beyond the 31st day of December, 2022.

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.

EXHIBIT B

ATTACHMENT B - PRICING FORM

Ingham Co. Packet #211-18

30th Circuit Court

30th Fam Div, SSSPP, 30th

MHC, Pretrial Services, Adult
Probation & Juvenile Divisions,

Friend of Court

Specimen Validity Test fee included

<u>Available Testing Options</u>	<u>Test Category</u>	<u>Client Fee</u>	<u>Billed Fee</u>	<u>Non-Client Fee</u>
Intake Fee includes 6 Panel + PBT		n/a	n/a	n/a
PBT / EBT Evidential Breath Test	EBT	\$ 2.00	\$ 2.00	\$ 5.00
Collection Fee		\$ 10.00	n/a	\$ 10.00
6-panel + Specimen Validity Test	Instant	\$ 12.00	\$ 13.00	n/a
6-panel + PBT + Specimen Validity Test	Instant	\$ 12.00	\$ 13.00	n/a
One Time Test 6-panel + PBT + Specimen Validity Test	Instant	\$ 21.00	\$ 21.00	\$ 21.00
10-panel + Specimen Validity Test	Instant	\$ 22.00	\$ 22.00	n/a
10-panel + PBT + Specimen Validity Test	Instant	\$ 22.00	\$ 22.00	n/a
One Time Test 10-panel + PBT Validity Test	Instant	\$ 22.00	\$ 22.00	\$ 32.00
11 Panel + PBT + Specimen Validity Test	Instant	\$ 24.00	\$ 24.00	\$ 34.00
Tramadol	Add-on	Onsite Panel Price plus \$3.00		
Buprenorphine/Suboxone	Add-on	Onsite Panel Price plus \$3.00		
Fentanyl	Add-on	Onsite Panel Price plus \$3.00		
Methadone	Add-on	Onsite Panel Price plus \$3.00		
Amphetamine	Add-on	Onsite Panel Price plus \$3.00		
Lab 12 Panel w/ EtG 500 *Confirms Positives	Lab	\$ 26.00	\$ 26.00	\$ 35.00
Lab 13 Panel *Confirms Positives	Lab	\$ 35.00	\$ 35.00	\$ 45.00
Comprehensive 600 Panel *Confirms Positives	Lab	\$ 110.00	\$ 110.00	\$ 110.00
Hair Test By Appt. Select Locations	Lab	\$ 125.00	\$ 125.00	\$ 125.00
Employment 10 Panel Lab/MRO	Lab	\$ 50.00	n/a	\$ 50.00
Lab Confirmations (GC/MS, LC-MS/MS)	Lab	\$ 26.00	\$ 26.00	\$ 26.00
Anabolic Steroids	Lab	\$ 75.00	\$ 75.00	\$ 85.00
Bath Salt	Lab	\$ 40.00	\$ 40.00	\$ 50.00
Dextromethorphan (DXM)	Lab	\$ 25.00	\$ 25.00	\$ 35.00
EtG/EtS 100	Lab	\$ 26.00	\$ 26.00	\$ 35.00
Gabapentin/Neurontin	Lab	\$ 100.00	\$ 100.00	\$ 110.00
Ketamine	Lab	\$ 40.00	\$ 40.00	\$ 50.00
Kratom	Lab	\$ 40.00	\$ 40.00	\$ 50.00
K2-SYNTHETIC CANNABINOID	Lab	\$ 45.00	\$ 45.00	\$ 55.00
LSD	Lab	\$ 25.00	\$ 25.00	\$ 25.00
Nicotine	Lab	\$ 25.00	\$ 25.00	\$ 35.00
Oral Lab	Lab	\$ 37.00	\$ 37.00	\$ 47.00
Rohypnol / GHB	Lab	\$ 60.00	\$ 60.00	\$ 70.00
SOMA	Lab	\$ 25.00	\$ 25.00	\$ 35.00
Tramadol Lab	Lab	\$ 25.00	\$ 25.00	\$ 35.00

*Confirms Positives - Automatically Confirms Detected Positives at No Additional Cost

Agenda Item 8b

TO: Board of Commissioners Law and Courts and Finance Committees
FROM: Mary Sabaj, CCAB Manager
DATE: November 3, 2020
SUBJECT: Resolution Authorizing Amending Community Corrections Program
Subcontracts for FY 2019-2020 to Increase Funding Awards Based on
State Approved Line Item Transfers

For the meeting agendas of November 12 and November 18

BACKGROUND

The State of Michigan – Office of Community Corrections approved a FY 2019-2020 Budget Adjustment Request to transfer grant funds to the Relapse Prevention and Recovery, Domestic Violence Intervention, and Day Reporting programs that required additional funds to maintain services through the end of the FY.

ALTERNATIVES

Without these State approved line item transfers, grant funds for these programs would have been exhausted prior the end of the FY, leaving services available only on a client pay basis and most likely precluding access to these much needed treatment and services.

FINANCIAL IMPACT

Line-item transfers were approved by the State late in the FY to increase the total subcontract compensation amount for Domestic Violence Intervention (\$12,000 to \$20,100), Relapse Prevention and Recovery (\$67,898 to \$74,898) and Day Reporting (\$40,274 to \$46,774). All funds were FY 2019-2020 Community Corrections State grant funds.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of providing easy access to quality, innovative, cost effective services that promote well-being and quality of life for the residents of Ingham County, specifically section A 2. (e) of the Action Plan – Combine Jail sentences with substance abuse and other treatment programming when appropriate to reduce recidivism.

OTHER CONSIDERATIONS

Allowing the Domestic Violence Intervention, Relapse Prevention and Recovery, and Day Reporting programs to continue operation through the end of the FY, provided safe program alternatives to incarceration while effectively addressing barriers to offender success. Jail beds were saved and participants were able to receive treatment and services in the community, enabling them to take responsibility for themselves and their families, as well as meet their court ordered obligations.

RECOMMENDATION Based on the information presented, the CCAB respectfully recommends approval of the attached resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDING FY 2019-2020 COMMUNITY CORRECTIONS
PROGRAM SUBCONTRACTS TO INCREASE FUNDING AWARDS BASED ON
STATE APPROVED LINE ITEM TRANSFERS**

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

WHEREAS, the State Community Corrections Advisory Board, Lansing City Council, Ingham County Board of Commissioners and Michigan Department of Corrections – Office of Community Corrections approved the Funding Application and Plan for FY 2019-2020; and

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

WHEREAS, the State Office of Community Corrections approved Budget Adjustment Requests to transfer funds from programs that were under-utilizing allocated funds to programs that required additional funding in order to maintain services through the end of the fiscal year; and

WHEREAS, State approved 2019-2020 Budget Adjustment Requests increased funding for the following CCAB Plans and Services programming: Relapse Prevention and Recovery provided by CEI-CMH from \$67,898 to \$74,898; Domestic Violence Intervention Groups provided by Prevention and Training Services from \$12,000 to \$21,100; Day Reporting services provided by Northwest Initiative – ARRO from \$40,274 to \$46,074.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the following subcontracts for CCAB Plans and Services programming to increase total compensation amounts pursuant to State approved Budget Adjustments for FY 2019-2020: Relapse Prevention and Recovery provided by CEI-CMH from \$67,898 to \$74,898; Domestic Violence Intervention Groups provided by Prevention and Training Services from \$12,000 to \$21,100; Day Reporting services provided by Northwest Initiative – ARRO from \$40,274 to \$46,074.

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.

Agenda Item 9a

Memorandum for Law and Courts and Finance Committee of the Ingham County Board of Commissioners

From Russel A. Church, Chief Public Defender

DATE: November 2, 2020

For meeting agendas of November 12, and 18, 2020

Re: Service Agreement with Language Line Solutions

BACKGROUND

The Office of the Public Defender is assigned on a fairly frequent basis to represent defendants who have limited or no ability to communicate with the attorneys and staff due to language barriers. They are provided interpretive services by the Courts for court proceedings. All other interpretive services are arranged and paid for through the budget of the Office of the Public Defender. We have primarily been using 7CLingo because they are also used by the courts. They are set up to provide face-to-face interpretation. This means that they have to come to our office to interpret for clients who are in custody, and often come to the office to meet with the defendant who is on bond but does not have technology in place to video conference.

FINANCIAL IMPACT

Language Line Solutions provides an alternate solution. They provide interpretive services over the telephone or by video conference. 7CLingo has an hour minimum for the interpretive services of \$85.00 per hour. There is an additional \$100 flat fee if the appointment is on short notice. We are required as part of our grant to do an initial consult within 3 business days. Initial interviews almost always trigger this fee. They charge mileage as a flat fee as well. As an example, 7CLingo recently interpreted for us in Nepali. We were billed \$170.00 for the interpretation; a 2 hour charge for an 85 minute visit to the office. Because it was an initial consultation we were charged \$100 more for scheduling less than 3 days out and \$200 for travel listed as 121 to 150.99 miles. The total bill was \$470.00. Language Line for video interpretation would be \$110.50.

Language Line Solutions is used by the 55th District Court, County Health Department, and 54B District Court for these services. We will not always use Language Line, but when we can, it is hoped we can save a few thousand dollars a year by using them.

STRATEGIC PLANNING IMPACT

The staff is told there are three overarching objectives to view whether we are doing an effective job. They are: being ethical, being willing to try cases, and meeting with the client early and often. Adding access to Language Line Solutions will make us able to meet the third objective in a meaningful way, thereby also satisfying the County objective of providing quality services to residents in a cost effective way.

OTHER CONSIDERATIONS

None.

Introduced by the Law & Courts and Finance Committees of the

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT BETWEEN
LANGUAGE LINE SOLUTIONS AND THE
INGHAM COUNTY OFFICE OF THE PUBLIC DEFENDER FOR INTERPRETER SERVICES**

WHEREAS, the explanation of legal concepts can be difficult and language barriers make it harder; and

WHEREAS, the Ingham County Office of the Public Defender has a constitutional duty to adequately explain these concepts and frequently must explain them to clients who have language barriers; and

WHEREAS, the translation of these concepts does not always need to occur in a face to face setting and under the current limitations caused by the COVID19 pandemic it may not always be possible to provide this service face to face; and

WHEREAS, Language Line Solutions provides telephonic and video interpretation services on a per minute basis and the interpreter service currently being used primarily performs face-to-face interpretation, requires an hour minimum bill, and a premium for services provided on short notice; and

WHEREAS, Language Line Solutions offers its services on a per minute basis of \$0.85 per minute for Spanish and \$1.19 per minute for all other languages; and

WHEREAS, they offer video interpretation for \$1.30 per minute for all languages; and

WHEREAS, the Service Agreement does not have a specific term and can be cancelled by either party upon request; and

WHEREAS, the Office of the Public Defender desires to enter into the service agreement to provide more timely service to its clients, and likely to save money for the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Language Line Solutions at the rates set forth in said service agreement.

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

Agenda Item 9b

TO: Law and Courts, and Finance Committees

FROM: Russel A. Church, Chief Public Defender

DATE: November 2, 2020

FOR: Meeting agendas of November 12, and November 18, 2020

SUBJECT: Resolution Authorizing Data Sharing between the Ingham County Office of the Public Defender and the Michigan Indigent Defense Commission

BACKGROUND:

The Michigan Indigent Defense statute is built around 8 best practices standards (with a ninth being proposed and evaluated but not currently part of the statute). Standard 6 is to ensure that the system maintains caseloads that are not so excessive that the attorneys cannot give each individual client sufficient time and attention needed for their case. The data as to how much time different types of cases typically require is somewhat dated and given the introduction of ever increasing amounts of electronic data (body cameras, surveillance equipment, etc.), needs to be revisited. The Michigan Indigent Defense Commission has undertaken an evaluation of individual program data to make better recommendations to the legislature and programs. The case management system dataDefender© is used by the Ingham County Office of the Public Defender and many other systems in Michigan. It has worked out an arrangement with the provider, JusticeWorks, to be able to extract the data necessary from individual systems to ensure timeliness and uniformity. The Ingham County Office of the Public Defender has been asked to allow this access and to participate in the study. The Ingham County Office of the Public Defender is one of the largest institutional models in the state and the only one serving a metropolitan area that takes all cases and covers all courts in the county. Therefore, we believe our participation in the study has value.

The duration of the study is not for a fixed period and will probably continue at least sporadically, for a number of years.

ALTERNATIVES:

There are two alternatives: 1) Ingham County declines to participate or 2) Ingham County agrees to participate but declines to allow the Michigan Indigent Defense Commission direct access to Ingham County's dataDefender© information. The first would change the value of the data being collected and make it more difficult to determine the correct number of attorneys needed for any program including Ingham County. The other alternative would require more time from one or more salaried employees of the Ingham County Office of the Public Defender to extract and tabulate the data.

FINANCIAL IMPACT:

The only financial impact would be if Ingham County agrees to participate but declines to provide direct access to the program. That impact would be indirect in its requirement of the time of one or more salaried employees of the Ingham County Office of the Public Defender to extract and tabulate the data to send it to the MIDC.

STRATEGIC PLANNING IMPACT:

The primary value and strategic impact is that the information generated will be used in part to identify for the legislature and other strategic partners as to the appropriate case load standards. It will also be used to develop plans to fund the programs, including Ingham County at the right staffing level to assure that the service that the Ingham County Office of the Public Defender provides to the residents it represents maintains a high quality.

OTHER CONSIDERATIONS:

Maintaining our constitutional obligation to provide meaningful and timely representation is the paramount goal of the Ingham County Office of the Public Defender.

RECOMMENDATIONS:

It is recommended that the resolution be adopted and the County enter in to the data sharing agreement proposed by the Michigan Indigent Defense Commission.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A DATA SHARING AGREEMENT BETWEEN THE
MICHIGAN INDIGENT DEFENSE COMMISSION AND THE INGHAM COUNTY OFFICE
OF THE PUBLIC DEFENDER**

WHEREAS, the Ingham County Office of the Public Defender exists in large measure due to the financial assistance of the Michigan Indigent Defense Commission; and

WHEREAS, by statute and design, the Michigan Indigent Defense Commission (MIDC) and the Ingham County Office of the Public Defender are committed to significant improvements in the delivery of indigent defense services in the state and Ingham County, and

WHEREAS, one of the improvements is to ensure that individual attorney caseloads are not so great as to compromise the representation to any individual client; and

WHEREAS, during the development of the Office of the Public Defender it entered into an agreement with the company JusticeWorks for a case management system called dataDefender©; and

WHEREAS, many other programs have begun using this same case management system; and

WHEREAS, the statistician for the Michigan Indigent Defense Commission has begun working with JusticeWorks to get better data as to caseloads, and specifically as to how much time individual types of cases typically require in terms of hours of work; and

WHEREAS, JusticeWorks and the Michigan Indigent Defense Commission have entered into an agreement where the MIDC can pull data directly from dataDefender©; and

WHEREAS, Ingham County is one of the biggest systems in the state and has been asked by the Michigan Indigent Defense Commission to share its data; and

WHEREAS, direct access by the MIDC allows easier, more timely access and ensures the same data is extracted from each system; and

WHEREAS, direct access by the MIDC saves the time it would take for a staff member of the Office of the Public Defender to extract and forward the information; and

WHEREAS, the agreement provides that client identity will remain confidential.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the Michigan Indigent Defense Commission to share data related to caseload and time keeping from the Ingham County Office of the Public Defender.

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

Agenda Item 10

To: Finance Committee
Ingham County Board of Commissioners

From: William E. Fowler, Director
Equalization/Tax Mapping Department

Date: November 4, 2020

Re: 2020 County Apportionment Report

Attached please find the resolution amending the 2020 Ingham County Apportionment Report for presentation at the Finance Committee meeting on November 18, 2020. The amended Apportionment Report is not complete at this time as we await the certification of the results of the November 3, 2020 election. The amended report will be distributed prior to the November 18, 2020 meeting.

Respectfully,

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE 2020 INGHAM COUNTY APPORTIONMENT REPORT

WHEREAS, the 2020 Ingham County Apportionment Report was approved by Resolution #20-453 on October 27, 2020, and

WHEREAS, as the result of the election held on November 3, 2020, it is necessary to amend the 2020 Ingham County Apportionment Report.

THEREFORE BE IT RESOLVED, that Resolution #20-453 is amended by substituting the attached statement of taxable valuations and millages apportioned to the various units in Ingham County for the year of 2020.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: November 3, 2020
SUBJECT: Resolution Authorizing an Elder Services Millage Contract with TCOA
For the meeting agendas of November 16 and November 18

BACKGROUND

This resolution authorizes a 2021 contract with Tri County Office on Aging (TCOA) to utilize Elder Services Millage funds for millage eligible services, as set forth in the attachment. These services include:

- Meals on Wheels
- In-Home Services
- Home Modification/Repair and Chore Services
- Healthy Aging and Wellness Activities
- Crisis Services
- Non-Covered Medical Needs
- Information & Assistance Services
- Legal Services

ALTERNATIVES

There is currently a waitlist for TCOA services and the 60 and older population in Ingham County is growing. TCOA already has the structure in place to address the needs of the 60 and over population. The County could attempt to provide the service in-house, or contract with another entity, but TCOA is best poised to provide the services safely and efficiently.

FINANCIAL IMPACT

The contract will not exceed \$2,095,000 from the Elder Services Millage, and funds are included in the 2021 budget.

STRATEGIC PLANNING IMPACT

This resolution supports the long-term goals of Promoting Accessible Healthcare and Meeting Basic Needs.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support an Elder Services Millage contract with TCOA.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH TRI COUNTY OFFICE ON AGING (TCOA)
FOR ELDER SERVICES MILLAGE ELIGIBLE SERVICES**

WHEREAS, the growth of the 60 and over population throughout the country, including regional, state and county areas, is impacting the services TCOA delivers; and

WHEREAS, more than 57,000 seniors (age 60+) live in Ingham County, thousands lack the financial means to fully care for themselves; and

WHEREAS, many seniors in Ingham County have multiple chronic conditions that make everyday living difficult; and

WHEREAS, as of May 31, 2020, there were almost 200 older adults in Ingham County on wait lists to receive essential services such as assistance with bathing and other personal care, homemaking chores (including snow removal), and respite programs for caregivers; and

WHEREAS, the millage will help reduce waitlists that are expected to rise dramatically with the rapid growth of the older population; and

WHEREAS, in August 2020 the electorate authorized a countywide elder 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 authorizing funding to eliminate wait lists and expanding critical services such as in-home care, meals on wheels and crisis services to support the growing population of persons age sixty (60) and older residing in Ingham County; and

WHEREAS, TCOA has submitted a proposal to Ingham County to use Elder Services Millage dollars to fund a comprehensive array of essential services to Ingham County residents age 60 and older; and

WHEREAS, funds from the Elder Services Millage are included in the County's 2021 budget for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$2,095,000 with Tri-County Office on Aging (TCOA) for services provided to Ingham County residents for the period of January 1, 2021 through December 31, 2021.

BE IT FURTHER RESOLVED, that funds for this contract with TCOA will come from the Elder Services Millage.

BE IT FURTHER RESOLVED, that funds will be utilized by TCOA for Elder 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.

SERVICES TO BE PROVIDED BY THE CONTRACTOR. The Contractor shall provide a comprehensive array of services to Ingham County residents age 60 and older. The services include:

- a) Managing and operating *home delivered meals* (commonly known as Meals on Wheels) and *Congregate (Senior) Dining Sites*, providing 50,000 meals to address food insecurity and meet the nutritional and social needs of the growing population of older adults by providing up to three meals a day based on eligibility. Services shall be provided in conformity with state and federal operating standards as outlined in the Older Americans Act. Category expenditures: \$500,000
- b) Providing 100 individuals with an average of 10 hours of *In-Home Services* supports depending on the need, designed to provide or enhance their independence and avoid the need for residential/skilled nursing living arrangements. Supports include personal care (such as assistance with bathing and dressing,) homemaking services, grocery shopping assistance, and respite support for persons caring for older adults. Priority will be given to individuals currently on TCOA's wait lists and others who may not meet the nursing facility level of care determination but are at risk of health decline or lack of independence without support. Category expenditures: \$900,000
- c) Supplying *Home Modification/Repair and chore services* such as snow removal, yard work, weatherization and accessibility modifications to enhance safety and enable older adults to remain living in a safe independent environment. Category expenditures: \$100,000
- d) Supporting *Healthy Aging and Wellness Activities* such as healthy living classes for persons with diabetes and other chronic conditions, caregiver workshops, and other opportunities to engage older adults in the community to promote socialization and prevent isolation, depression and worsening chronic conditions, especially during the COVID-10 pandemic crisis. Category expenditures: \$50,000
- e) Providing *Crisis Services* through financial or other assistance in addressing utility shut offs and safe housing-related expenses (emergency shelter, fumigation, eviction prevention, etc.) for low-income seniors in imminent danger of losing independence. Assistance may be available for caregivers to meet one-time, emerging needs in support of the older adult. Category expenditures: \$50,000
- f) Supplying gap-filling support to meet the *Non-Covered Medical needs* of 25-50 low income older adults to prevent serious health crises. Expenses may include prescription medications, dental/oral health care, durable medical equipment (i.e. walkers, shower benches) dental, hearing and Personal Protective Equipment that are not covered through Medicare or other means. Category expenditures: \$100,000
- g) Managing and operating *Information & Assistance Services* to community members with questions about available programs and services, or those who otherwise do not know where to turn. These community members may be seniors, adults with disabilities or the family and friends that support them. The questions or circumstances may be straight forward and result in a simple referral or exchange of information, or they may be more complex, requiring significant time and follow-up. Services may include the support of a Community Resource Navigator who has specific training, knowledge of community resources, and background in working with older adults who have chronic health and emotional needs who are not connected to any other supports and have immediate needs. Category expenditures: \$225,000

- h) Connecting low income and underserved individuals and their families to *Legal Services* to provide legal protection, advocacy and representation in the areas of elder abuse, public benefits, senior justice and elder rights. Services also include the Long Term Care Ombudsman who advocates for the health, safety and rights of persons in nursing and other care facilities and may also include the education of local law enforcement and other key organizations and community partners on elder abuse. Category expenditures \$80,000
- i) \$90,000 in funds received under this agreement shall be used to pay for the staffing, overhead and other associated costs for the additional *administration* of the millage.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: November 3, 2020
SUBJECT: Resolution Authorizing a Health Services Millage Contract with IHPC
For the meeting agendas of November 16 and November 18

BACKGROUND

This resolution authorizes a 2021 contract with Ingham Health Plan Corporation (IHPC) to utilize Health Services Millage funds for millage eligible services, as set forth in Attachments A and B. The county will also reimburse IHPC for administrative expenses (further details in financial impact section below) including 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.

ALTERNATIVES

The Ingham Health Plan Corporation requested \$2,240,816 for FY 2021, which would cover all IHPC membership. The Board of Commissioners could opt to not fund the IHPC request. Not funding the IHPC request would likely result in an increase in uncompensated care in the County's network of Community Health Centers.

FINANCIAL IMPACT

The contract will not exceed \$2,240,816 from the Health Services Millage, and funds are included in the 2021 budget. The administrative rate remains 15% in 2021. The funding should be sufficient to cover all of IHPC's projected 1,800 members in 2021.

STRATEGIC PLANNING IMPACT

This resolution supports the long term goal of Promoting Accessible Healthcare.

OTHER CONSIDERATIONS

Prior to implementation of the Affordable Care Act (ACA), IHPC had roughly 12,000 members in Ingham County. Currently, millage eligible membership is roughly 1,600 members. However, the uncertain future of the ACA may bring about unforeseen changes to the number of millage eligible Ingham County residents needing IHPC services.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support a Health Services Millage contract with IHPC.

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)**

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 March 2020, the electorate approved a reauthorization of the countywide health services millage at a level of 63/100 (.63) of one mill for a period of four years (2020-2023) to be used for the purpose of providing basic health care and mental health services to low-income Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and who do not have medical insurance, including use of these funds to help pay for access to doctor visits, generic medications, mental health services and essential care such as preventive testing and treatment for cancer, diabetes, heart disease and other serious illnesses; 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 \$2,240,816 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 the millage will be used to support Ingham County residents whose household income is at or below 250% of federal poverty guidelines.

BE IT FURTHER RESOLVED, that for the time period January 1, 2021 through December 31, 2021 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 \$2,240,816 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.

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 may be subject to 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.



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)

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)

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.

TO: Human Services and Finance Committees

FROM: Jared Cypher, Deputy Controller

DATE: October 20, 2020

SUBJECT: Resolution Authorizing 2021 Agreements for Community Agencies

For the meeting agendas of November 16 and November 18

BACKGROUND

Attached is the resolution approving community agency funding for FY 2021. Each application was evaluated making the “meeting basic needs” criteria a priority as approved in Board of Commissioners Resolution #20-264.

ALTERNATIVES

If these agencies did not receive funding from the County they would be forced to identify alternative sources of funding for these programs. This may prove difficult in times of greater need during the pandemic.

FINANCIAL IMPACT

For 2021, thirty-two (32) applications were received, requesting a total of \$271,950; and \$200,000 is included in the 2021 budget for community agency funding. Each funded agency included in the recommendation is funded either at their request, or at what they received last year, with the exception of the new applications. Total recommended funding is \$207,450. If the resolution is approved as recommended, the additional \$7,450 could be utilized from the 2021 contingency fund.

An email containing the applications of each agency has been previously sent to you. Please review those prior to the meeting, as they will provide helpful information for your discussions.

STRATEGIC PLANNING IMPACT

This resolution addresses the County’s overarching long-term objective of “Meeting Basic Needs”, such as food, clothing, and shelter.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2021 AGREEMENTS FOR COMMUNITY AGENCIES

WHEREAS, the 2021 Ingham County Budget has been approved by the Board of Commissioners; and

WHEREAS, under the Community Agency Program a number of agencies have been allocated funds to provide important services that are consistent with the County's Strategic Planning objective to Ingham County residents; and

WHEREAS, the 2021 budget includes \$200,000 allocated for community agencies; and

WHEREAS, the Controller/Administrator has provided recommended funding levels for each agency that were determined using the criteria set forth in Resolution #20-264.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2021 through December 31, 2021, in the amount specified for each community agency listed on the attached, for the services to Ingham County residents previously approved by the Human Services and Finance Committees.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$7,450 from the 2021 contingency fund to the community agency fund.

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

ORGANIZATION	PROGRAM	2020 AMT. RECEIVED	2021 REQUEST	2021 CONTROLLER RECOMMENDED
Advent House	Provides food, shelter, and advocacy services to those who struggle with homelessness and poverty in the community	\$15,000.00	\$15,000.00	\$15,000.00
Allen Neighborhood	Distributes over 200 lbs of bread and 800-1,200 lbs of fruits and vegetables each week to approximately 120 neighbors	1,500	2500	1500
Big Brothers Big Sisters	Provide one-to-one mentoring relationship, directly serving youth who are facing academic, familial, social, and/or emotional health challenges in their day-to-day lives	N/A	\$15,000.00	\$7,500.00
Boys & Girls Club	Serves lunch to more than 300 youth ages 6-18 during summer and snacks to 270 youth after school and dinner to approx. 30 children still at B&G after 7:00 pm	\$5,200.00	\$5,200.00	\$5,200.00
Capital Area Community Services	Provides direct home heating assistance on behalf of low income homes	\$5,000.00		
Capital Area Housing Partnership - Ballentine Apartments	Provides housing for low-income and homeless populations	\$8,000.00	\$10,000.00	\$8,000.00
Capital Area Housing Partnership - Tuesday Toolmen	Provides free home repairs and modifications (wheelchair access, grab bar installation, smoke detector repair, etc) to help people remain safely in their homes	\$3,800.00	\$5,000.00	\$3,800.00
Capital Area Housing Partnership - Walnut Street & Ferris Manor Support Services	Provides housing for low-income and homeless populations	5,000	7,500	5,000
Capital Area College Access Network UAW	Provides a community collaborative network dedicated to developing a college going culture and school-based support for college readiness, participation, and completion	N/A	\$10,000.00	\$5,000.00
Cristo Rey Community Center - Community Kitchen	Provides daily hot meals Monday through Friday, twice a day, to those in need	\$4,250.00	\$4,250.00	\$4,250.00
Cristo Rey Community Center - Food Pantry	Provides eligible community members monthly with fresh and non-perishable items for their household as well as baked items daily for anyone in need	\$9,000.00	\$9,000.00	\$9,000.00

Cristo Rey Community Center - Prescription Assistance	Provides services and bilingual staff to navigate the application process necessary for obtaining access to discounted and free prescriptions offered by pharmaceutical companies	\$6,750.00	\$6,750.00	\$6,750.00
Edgewood	Supports Americorps member service on property focused on food insecurity, healthy eating, and care in the vulnerable populations and helping to amnage resources associated with the education and support of young children	\$3,100.00		
Ele's Place	Provides a grief backpack with resources, coping strategies, and activities to help students and families through the first few months of grief due to death. Corresponding tool kits will be kept in the office for counselors and teachers	N/A	\$10,000.00	\$5,000.00
EVE Inc	Provides safe shelter, supplies, security, facility repairs and manintenance, waste removal, telephone, and shelter insurance	\$10,000.00	\$10,000.00	\$10,000.00
Gateway - Child and Family Services	Provides stable and safe living accomodations in a structured and supervised environment for children	\$15,300.00	\$22,000.00	\$15,300.00
Greater Lansing Food Bank	Provides registering and orienting new home & community gardeners, lends gardening tools, assists in diverse array of seed packets each growing season, distributes 40,000+ starter plants	\$11,500.00	\$20,000.00	\$11,500.00
Greater Lansing Homeless Resolution Network	Provides direct assistance with basic needs and referral to area agencies to assist in development of individual service plan and support to access resources quickly and ensure siccess for households in need of assistance with rent, utilities, food, and advocacy services to build stability and prevent homelessness	\$7,500.00		
Haven House	Provides food to homeless Ingham County residents while they stay in the shelter	\$14,250.00	\$15,000.00	\$14,250.00

Lansing Area AIDS Network	Provides direct client assistance in form of housing, utilities, medical/mental health assistance for care and treatment, and transportation assistance toward improved medical outcomes	\$5,000.00	\$5,000.00	\$5,000.00
Leslie Outreach	Provides for personal needs items such as soap, toothbrushes, shampoo, toilet paper, etc for clients as well as help cover some of the cost for building rental	\$1,400.00	\$1,500.00	\$1,400.00
Listening Ear	Provides 12 hour/day crisis line to provide crisis intervention, emotional support, and information/referrals; hopes to provide 24-hour service by new year	\$2,000.00	\$2,000.00	\$2,000.00
MSU Safe Place	Provides services related to basic needs of survivors of domestic violence and stalking, including minor children, such as food and supplies, advocacy assistance funds, and shelter telephone service	\$12,500.00	\$12,500.00	\$12,500.00
Northwest Initiative	Provides services to all incarcerated individuals returning to Ingham County with focus on reducing and eliminating substance abuse with emphasis on opioids by helping clients navigate systems that will reduce barriers that originally brought them to the criminal justice system	\$5,000.00	\$15,000.00	\$5,000.00
Refugee Development Center	Provides food and clothing to alleviate immediate suffering, orientation on resource location in community at reduced costs, English vocabulary necessary to access resources and communicate, education regarding steps to become self-sufficient	\$12,250.00	\$14,250.00	\$12,250.00
RSVP	Provides transportation to medical appointments and telephone reassurance services to provide assistance and social calls to elderly	\$5,000.00	\$5,000.00	\$5,000.00

Rural Family Services	Provides food bank and food and nutritional information, limited medical screening and services, clothing, furniture, and housing assistance, promotion and participation in community projects for betterment of community in rural Ingham County areas	\$14,000.00		
Southside Community Coalition	Provides after school healthy and nutritious snacks to school children, monthly luncheons to seniors, bi-monthly food distribution days with GLFB, Thanksgiving baskets, breakfast/lunch/snack to children in summer, educates children on food cultivation, and helps seniors complete food stamp applications	\$6,500.00	\$6,500.00	\$6,500.00
Southside Community Kitchen	Provides well-balanced and generous meals M-Th to those in need	\$3,500.00	\$3,500.00	\$3,500.00
St. Vincent Catholic Charities	Provides classes called "Living in America" to refugees including home/purchasing/home maintenance, small business development, academic ESOL, and computer literacy	\$0.00	\$5,000.00	\$0.00
Stockbridge Community Outreach	Assists clients with utility prevention assistance	\$4,500.00	\$5,000.00	\$4,500.00
Tri-County Office on Aging	Provides year-round 24-hour emergency response assistance to seniors experience crisis impacting basic needs and community-based services such as Meals on Wheels, Information and Assistance, housing assistance, evidence-based health and caregiver support programs, and elder abuse prevention and crisis services	\$4,500.00	\$6,000.00	\$4,500.00
WAI-IAM - Care Unit	Offers a supervised environment to house individuals while working with care coordinators and a treatment team for stabilization	\$4,500.00	\$4,500.00	\$4,500.00
WAI-IAM - Painting	Provides paint for 11 RISE homes and associated materials	N/A	\$4,500.00	\$2,250.00
WAI-IAM - Recovery Community	Provides 5-phase program to slowly transition recovering addicts back into society on a solid foundation of sobriety with stable housing, activities, peer support services, and accountability	\$10,000.00	\$10,000.00	\$10,000.00

YMCA Downtown Lansing	Provides students with meals during mentoring program meetings that help students gain understanding of current job market and skills needed for successful employment	\$1,500.00	\$4,500.00	\$1,500.00
			\$271,950.00	\$207,450.00

TO: Board of Commissioners Human Services & Finance Committees
FROM: Ingham County Department of Veteran Affairs (Director of Veterans' Affairs)
DATE: 11/03/2020
SUBJECT: Amended Resolution No. 19-542
For the meeting agendas November 17-18, 2020

BACKGROUND:

The sum authorized in Resolution #19-542 for the 2020 Agreement with Clinton County for the Department of Veterans Affairs is incorrect and should be reduced down from \$28,389.00 to \$22,556.15, which is the amount billed to and received by Clinton County for services provided in 2019.

This discrepancy happened because the amount Clinton County pays is based on a formula using "actual" veteran caseloads from the previous calendar years. The metrics are not available until 31 December of each year. Therefore, during negotiations, an estimate is used based off of the previous calendar year.

ALTERNATIVES:

N/A

FINANCIAL IMPACT:

Estimated amount of \$28,389.00 will be reduced to \$22,556.15

OTHER CONSIDERATIONS:

None

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #19-542 TO AUTHORIZE AN AGREEMENT FOR
VETERANS AFFAIRS SERVICES WITH CLINTON COUNTY**

WHEREAS, policy requires that all contracts over \$5,000.00 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, the budget also contains anticipated revenues and expenditures from certain grant programs, which will also require approvals of agreements with grant agencies at various times during the fiscal year; and

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

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

WHEREAS, Resolution #19-542 contained an incorrect amount for the agreement to provide Veterans Affairs Services to veterans of Clinton County because the amount included in the resolution was based on an estimate; and

WHEREAS, it is necessary to correct that error so that an amended contract can be executed.

THEREFORE BE IT RESOLVED, that the contract amount authorized in Resolution #19-542 for the 2020 Agreement with Clinton County for Veterans Affairs is corrected to reflect Veterans Affairs Services provided to Clinton County in the amount of \$22,556.15.

BE IT FURTHER RESOLVED, that future contracts between Clinton County and the Department of Veterans Affairs will not be included into annual county contract resolutions since the amount in the contract resolution was only an estimate.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #19-542 remain unchanged.

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

Agenda Item 15a

TO: Board of Commissioners Human Services, County Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 27, 2020
SUBJECT: Agreement with the City of Lansing
For the meeting agenda of 11/16/20 Human Services, 11/17/20 County Services, and 11/18/20 Finance

BACKGROUND

Board of Commissioners Resolution 05-154 authorized an agreement with the City of Lansing for the Ingham County Parks Department to assume responsibility for the maintenance and operation of a non-motorized pathway through Scott Woods Park that is directly adjacent to and continuation of the Hawk Island Loop Trail. Resolution 11-037 amended Resolution 05-154 and authorized a new agreement with the City of Lansing that delegated to the Ingham County Parks Department the responsibility for the maintenance and operation of the City of Lansing's Soldan Dog Park, the non-motorized pathway through Scott Woods Park, and the portion of the Lansing River Trail from Potter Park to Maguire Park. Board of Commissioners Resolution 16-096 extended that agreement until February 28, 2021. This resolution extends the Agreement through February 28, 2026.

ALTERNATIVES

Connecting communities via the Lansing River Trail to the north and the Sycamore Trail to the south has increased park visitation and interest and provided citizens alternative routes to enjoy Hawk Island County Park's nature and splendor. The alternative is to not continue this agreement.

FINANCIAL IMPACT

The Parks Department maintains three miles of the River Trail from Jolly Road, Maguire Park, through Hawk Island County Park through Scott Woods north to Mount Hope Road. Each time we perform maintenance, it takes two passes on the trail, totaling six miles. Daily general maintenance tasks include snow removal, leaf blowing, etc. Expenses include fuel, use of equipment (tractor blower, brush, leaf blower, and snow thrower), as well as full time and seasonal personnel expenses. Potter Park Zoo staff maintains the trail from Pennsylvania Avenue to Mount Hope Road. Attached is a map showing the trail maintenance zones. In regards to the Scott Woods Trail, there is no revenue specifically associated with this activity, with the exception of the vehicle entrance fee to Hawk Island County Park. These entrance fees are not able to be differentiated between revenues collected at the gate for parking fees. In addition, walk in and ride in users of the trail are not charged a vehicle entrance fee. The Parks Department operates Soldan Dog Park and collects revenue for the electronic Key FOBs for entrance to the facility. Vehicle entrance fees to Hawk Island County Park are not able to be differentiated between revenues collected at the gate for parking fees for other park visitors. Administrative tasks include selling and documenting dog licenses and Key FOB sales. Within the Soldan Dog Park we perform daily general maintenance tasks including mowing, fence repairs, etc. Expenses include portable restrooms, trash bags, dog waste bags, and signage as well as full time and seasonal personnel expenses.

STRATEGIC PLANNING IMPACT

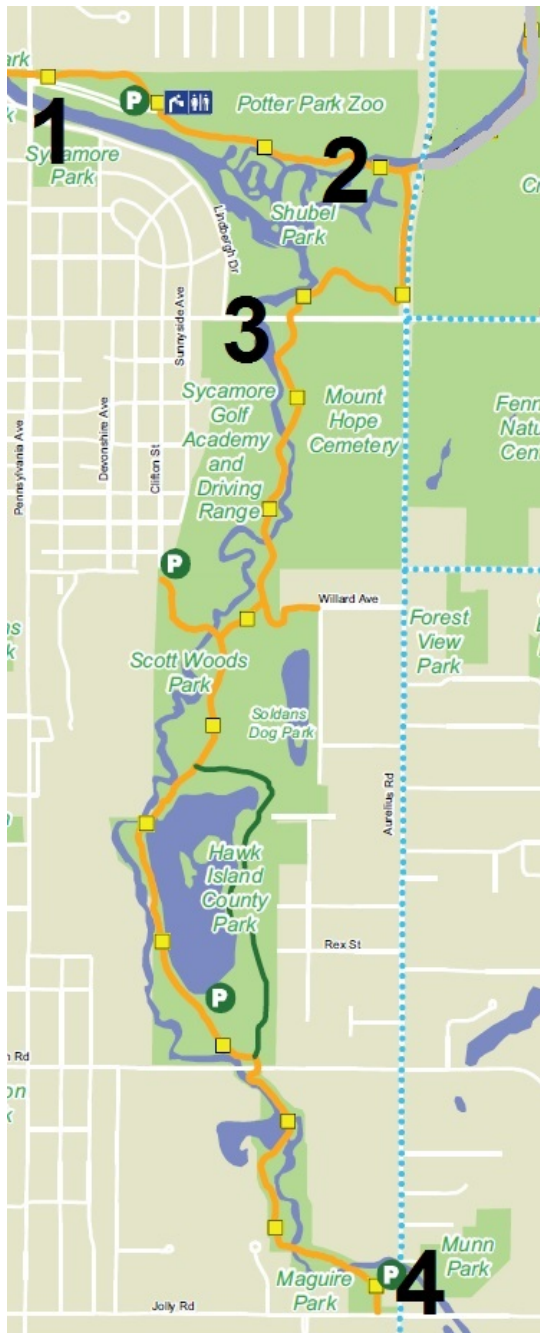
This resolution supports the overarching long-term objective of striving to make facilities and services user- friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features.

OTHER CONSIDERATIONS

The Park Commission supported this resolution at their October 26, 2020 meeting.

RECOMMENDATION

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



TRAIL MAINTENANCE ZONES THAT ARE INCLUDED IN THE CITY OF LANSING/INGHAM COUNTY MAINTENANCE AGREEMENT

1 = ZOO Responsibility: Western border (Pennsylvania Avenue) of Zoo Trail Section to Aurelius Road.

2 = ZOO Responsibility: Eastern border of Zoo Trail Section. Red Cedar and Aurelius Road south to Mount Hope Road.

3 = INGHAM COUNTY PARK Responsibility: Mount Hope Road south Trail Section to Northern border of Hawk Island Trail Section.

4 = INGHAM COUNTY PARK Responsibility: Southern border of Hawk Island Trail Section to Jolly Road.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONTINUE AN AGREEMENT WITH THE CITY OF LANSING
FOR THE MAINTENANCE AND OPERATION OF SOLDAN DOG PARK AND THE
NON-MOTORIZED PATHWAY THROUGH SCOTT WOODS PARK AND LANSING RIVER TRAIL
FROM POTTER PARK TO MAGUIRE PARK**

WHEREAS, Board of Commissioners Resolution #16-096 authorized an agreement with the City of Lansing that authorizes the Ingham County Parks Department's continued maintenance and operation of the City of Lansing's Soldan Dog Park, the non-motorized pathway through Scott Woods Park, and the Lansing River Trail from Potter Park to Maguire Park for the period of February 9, 2016 through February 28, 2021; and

WHEREAS, the agreement entered into with the City of Lansing pursuant to Resolution 16-096 expires on February 28, 2021; and

WHEREAS, the City of Lansing, Ingham County Parks Department, and Potter Park Zoo would like to have a new agreement entered into containing/continuing the same terms as the expiring agreement for a period covering March 1, 2021 through February 28, 2026.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a new agreement with the City of Lansing that authorizes the County's continued maintenance and operation of the City of Lansing's Soldan Dog Park, the non-motorized pathway through Scott Woods Park, and the Lansing River Trail from Potter Park to Maguire Park for the period of March 1, 2021 through February 28, 2026.

BE IT FURTHER RESOLVED, that the new agreement shall contain/continue the terms and conditions of the expiring agreement authorized by Resolution #16-096.

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

Agenda Item 15b

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 27, 2020
SUBJECT: Picnic Table Plank Replacement, Sole Source
For the meeting agenda of 11/16/20 Human Services and 11/18/20 Finance

BACKGROUND

At Hawk Island County Park, many of the stationary fixed in place picnic tables purchased were through the company Pilot Rock/ RJ Thomas Manufacturing. The tabletop and bench planks are in need of replacement. Staff is recommending replacing the treated wood planks of the tables with a recycled plastic material. The recycled plastic plank surfaces are more conducive to cleaning and disinfecting. The recycled plastic planks are specific to the table frames already at the park. There are CIP monies allocated in 2020 for picnic tables at Hawk Island.

ALTERNATIVES

Replace the tabletops with treated wood.

FINANCIAL IMPACT

There are funds available in line item 208-75200-735100-20P04 as detailed below.

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
Hawk Island Picnic Tables	\$20,000	\$11,609.20	\$5,802.00	\$5,807.20

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing a purchase order with Pilot Rock/RJ Manufacturing.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER WITH PILOT ROCK/RJ
MANUFACTURING AS A SOLE SOURCE VENDOR FOR PICNIC TABLE PLANKS
FOR HAWK ISLAND**

WHEREAS, many of the existing picnic tables at Hawk Island County Park were purchased from Pilot Rock/RJ Manufacturing; and

WHEREAS, due to the age of the tables, it has become necessary to replace the original wood tabletop and bench planks on these tables; and

WHEREAS, Park staff is recommending replacing these wood planks with a recycled plastic material that will allow for better cleaning and disinfecting; and

WHEREAS, it is necessary to purchase these planks from Pilot Rock/RJ Manufacturing in order for them to fit correctly and safely on the existing table frames; and

WHEREAS, money has been allocated through the existing 2020 Capital Improvement “Hawk Island Picnic Tables,” line item 208-75200-735100-20P04 for these planks.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a Purchase Order to be issued to Pilot Rock/RJ Manufacturing to purchase new recycled table planks in the amount not to exceed \$5,802.00.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 27, 2020
SUBJECT: Lake Lansing Boat Launch Waiver of Fees
For the meeting agenda of 11/16/20 Human Services and 11/18/20 Finance

BACKGROUND

The following fees are currently charged at the Lake Lansing Boat Launch to launch a watercraft:

Daily Launch Pass - \$5
Annual Launch Pass - \$55

The Lake Lansing Boat Launch collects the parks vehicle entrance fees for vehicles not launching watercraft on days that allow at the Lake Lansing Boat Launch at the current rates listed below:

Resident Vehicle Daily - \$3
Resident Vehicle Annual - \$32
Non-Resident Vehicle Daily - \$5
Non-Resident Vehicle Annual - \$42

This resolution implements a fee waiver for residents of Lake Lansing who live directly on the Lake. The Lake resident launching watercraft would simply inform Park Staff and the fee will be waived. Attached is a letter from the Lake Lansing Property Owners Association (LLPOA) supporting this resolution.

ALTERNATIVES

Leave the remaining fee structure as is.

FINANCIAL IMPACT

Typically the lake residents launch their boats early in the spring before staff are in place to collect fees. Additionally, the LLPOA can encourage their group to launch their boat during off peak season and hours to reduce the impact.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user- friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their October 26, 2020 meeting.

RECOMMENDATION

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

September 17, 2020

Lake Lansing Property Owners Association

RE: Boat launch fees at Lake Lansing

Dear Ingham County Parks Commission:

I have been told that there is a consideration by the Parks Department, that all boats being launched at the Lake Lansing boat launch will be charged a fee, including lake residents. The Lake Lansing Property Owners Association (LLPOA) is requesting that boat launch fees be waived for property owners that are directly on the lake. Following is a list of reasons why this action should be considered.

1. We bear the burden of cleaning up the shoreline of trash and debris that is left behind by boating traffic from those who do not live on the lake
2. The LLPOA supports both parks on the lake in the form of geese control. Last year we destroyed 61 eggs and round up 35 geese which were taken to another DNR approved lake. This year was a little down due to covid but we did destroy 41 eggs. The State however did not issue any permits this year for a goose round-up due to covid.
3. We are the lake monitors who report anything out of normal.
4. We have the burden of raking up weeds that wash ashore from boat props and the weed harvester
5. The LLPOA has sponsored Lake Lansing cleanups for both in the lake and all surrounding areas filling up multiple 10 yard dumpsters.
6. We have applied for, and paid for the removal of over 300 muskrats which are very damaging to the shoreline as well as equipment.
7. We initiated and paid for through SAD, filtration systems for water drainage coming from streets surrounding the lake
8. We promote environmentally safe practices around the lake which includes promoting phosphorous free fertilizers.
9. The LLPOA donates annually to help support the band shell
10. Residents of Lake Lansing pay a large amount of property taxes and additionally pay the Special Assessment District (SAD) fee.
11. The LLPOA has earmarked \$1000 to Ingham County to build an access for the weed harvester at the South Park to keep the machinery out of the way of the boat launch. This also creates efficiency in the collection of weeds. Last year was very difficult because the harvester was competing with people wanting to launch their boats. This is especially true for the fishing competitions that take place during the week when it becomes very congested.

If this is agreeable, I will let all residents know by email, Nextdoor.com, Facebook and at our membership meetings that launching their boat during off peak season and hours is best.

As to the implementation of who is allowed to launch their boats with fees waived, I have a few suggestions.

1. Leave it like it has been for as long as I lived on the lake for 27 years. Sure, there will be those who cheat, but I really believe these are exceptions.
2. We can pass out a special “fee waived” sticker to put on the back of the drivers license. One sticker per household which will be presented to whoever is collecting fees.
3. Create an easy to look up database by name either on laminated paper or available for mobile devices (or both).

For any of these cases, a rule could be that if the fee is waived, there are not to take up a parking spot. Not sure how important this is since most all lake residents just want to drop off their boat and drive the trailer home anyway.

I believe that allowing lake residents to launch their boats from the launch site as a courtesy is a very reasonable request. We do a lot for the lake and the community and this could be a small perk that acknowledges that. No, \$5.00 is not going to break anybody, but waiving that fee lets our membership know we have a lasting friendly relationship with Ingham County Parks.

If you have any questions or concerns, please contact me. SteveCarpenter37@gmail.com or 517-410-0895

Steven K Carpenter, President LLPOA

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE IMPLEMENTATION OF
A FEE WAIVER AT THE LAKE LANSING BOAT LAUNCH**

WHEREAS, the Lake Lansing Boat Launch collects the following fees to launch a watercraft:

Daily Launch Pass - \$5

Annual Launch Pass - \$55; and

WHEREAS, the Lake Lansing Boat Launch collects the parks vehicle entrance fees for vehicles not launching watercraft on days that allow at the Lake Lansing Boat Launch at the current rates listed below:

Resident Vehicle Daily - \$3

Resident Vehicle Annual - \$32

Non-Resident Vehicle Daily - \$5

Non-Resident Vehicle Annual - \$42; and

WHEREAS, the Ingham County Parks Commission desires to implement a procedure concerning fee waivers for residents of Lake Lansing who live directly on the Lake and are included in the Special Assessment District.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves that residents of Lake Lansing who are included in the Special Assessment District and the property owners that are directly on the lake in the Lake Lansing Property Owners Association (LLPOA) will not be charged to launch their boats at the Lake Lansing Boat Launch.

BE IT FURTHER RESOLVED, that any Lake Lansing resident launching watercraft needs to inform Park Staff and the fee will be waived.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 27, 2020
SUBJECT: Lake Lansing Boat Launch Hardship Program
For the meeting agenda of 11/16/20 Human Services and 11/18/20 Finance

BACKGROUND

The following fees are currently charged at the Lake Lansing Boat Launch to launch a watercraft:

Daily Launch Pass - \$5
Annual Launch Pass - \$55

The Lake Lansing Boat Launch collects the parks vehicle entrance fees for vehicles not launching watercraft on days that allow at the Lake Lansing Boat Launch at the current rates listed below:

Resident Vehicle Daily - \$3
Resident Vehicle Annual - \$32
Non-Resident Vehicle Daily - \$5
Non-Resident Vehicle Annual - \$42

This resolution implements a procedure concerning free boat launch passes to low income residents.

ALTERNATIVES

Leave the remaining fee structure as is.

FINANCIAL IMPACT

Ingham County Parks welcomes all visitors. The Parks Department already has a hardship program in place for annual parking passes, and this would be in line with that program.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user- friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their October 26, 2020 meeting.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE IMPLEMENTATION OF
A HARDSHIP BOAT LAUNCH PASS AT THE LAKE LANSING BOAT LAUNCH**

WHEREAS, the Lake Lansing Boat Launch collects the following fees to launch a watercraft:

Daily Launch Pass - \$5

Annual Launch Pass - \$55; and

WHEREAS, the Lake Lansing Boat Launch collects the parks vehicle entrance fees for vehicles not launching watercraft on days that allow at the Lake Lansing Boat Launch at the current rates listed below:

Resident Vehicle Daily - \$3

Resident Vehicle Annual - \$32

Non-Resident Vehicle Daily - \$5

Non-Resident Vehicle Annual - \$42; and

WHEREAS, the Ingham County Parks Commission desires to implement a procedure concerning free boat launch passes to low income residents.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves that an annual boat launch pass will be provided at no cost for anyone for whom the fee would be a hardship.

Agenda Item 16a

TO: Board of Commissioners County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: October 27, 2020
SUBJECT: Resolution to Approve Generic Service Credit Purchase for County Employee: Helen Walker

For the meeting agendas of 11/17 and 11/18

BACKGROUND

Pursuant to standing County Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS). Helen Walker has completed the MERS application and received the cost estimate to purchase five (5) years, zero (0) months under the County's plan.

ALTERNATIVES

The Board of Commissioners may choose not to approve the request.

FINANCIAL IMPACT

Resolution #02-101 provides that the cost for generic service "must be totally borne by the employee."

STRATEGIC PLAN CONSIDERATIONS

N/A

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to approve generic service credit purchase for County employee Helen Walker.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE GENERIC SERVICE CREDIT PURCHASE FOR
COUNTY EMPLOYEE: HELEN WALKER**

WHEREAS, pursuant to standing County Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS); and

WHEREAS, the Resolution further provides that the cost for generic service "must be totally borne by the employee"; and

WHEREAS, Helen Walker has completed the MERS application and received the cost estimate to purchase five (5) years, zero (0) months under the County's plan; and

WHEREAS, by Board of Commissioners approval under the standing Resolution, and by the employee's payment to MERS, Ms. Walker will purchase five (5) years, zero (0) months generic service.

THEREFORE BE IT RESOLVED, that upon the request of County employee Helen Walker, the Board of Commissioners hereby approves the purchase of five (5) years, zero (0) months generic service under County Resolution #02-101.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized on behalf of the County to sign and execute all MERS documents to effectuate and finalize this transaction, subject to approval as to form, by the County Attorney.

Agenda Item 16b

TO: County Services and Finance Committees

FROM: Sue Graham, Human Resources Director

DATE: November 4, 2020

SUBJECT: Resolution Approving the 2021 Collective Bargaining Agreement with the International Brotherhood of Teamsters, Chauffeurs and Warehousemen, Local No. 243, Potter Park Zoo Supervisory Unit

For the meeting agendas of November 17 and November 18

BACKGROUND

A tentative agreement regarding a 2021 collective bargaining agreement 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 on October 12, 2020. The terms of the tentative agreement provide for 1) a 0% wage increase to all steps of each classification; 2) the duration of the agreement as January 1, 2021 until December 31, 2021 and 3) all other terms and conditions in the collective bargaining agreement remain status quo. On November 4, 2020, that Union, through its Bargaining Agent Corey Smith, has given the employer notice that it has ratified this tentative agreement.

ALTERNATIVES

None.

FINANCIAL IMPACT

The approval of the tentative agreement provides a 0% increase to the existing 2020 salary schedule and status quo on all other terms and conditions in the collective bargaining agreement.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

I respectfully recommend approval of the attached resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE 2021 COLLECTIVE BARGAINING AGREEMENT
WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS, CHAUFFEURS AND
WAREHOUSEMEN, LOCAL NO. 243, POTTER PARK ZOO SUPERVISORY UNIT**

WHEREAS, a tentative agreement regarding the 2021 collective bargaining agreement 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 on October 12, 2020; and

WHEREAS, the terms of the tentative agreement providing for 1) a 0% wage increase to all steps of each classification; 2) the duration of the agreement as January 1, 2021 until December 31, 2021 and 3) all other terms and conditions in the collective bargaining agreement remain status quo has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2021 collective bargaining 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 agreement, subject to approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 28, 2020
SUBJECT: Resolution to Authorize a FY 2020-2021 AmeriCorps State Grant
For the meeting agendas of November 16 and 18, 2020

BACKGROUND

The Michigan Department of Labor and Economic Opportunity (MDLEO) has granted Ingham County Health Department (ICHD) a 2020-2021 AmeriCorps State Grant of \$170,239, as the third year of a three-year funding cycle. A total of 18 AmeriCorps members will be placed in host sites selected through an RFP process. These AmeriCorps members work to increase consumption of healthy foods and reduce food insecurity through gardening and food distribution, teach community members the importance of eating healthy foods and strategies for adopting healthy diets, and promote safe, affordable exercise options.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

This grant requires a local Match

	Amount	Percent
Grant	\$170,239	54.9%
Match	\$131,069	45.1%
Total	\$301,308	100%

The match is drawn from:

- 1) cash contributions from the external host sites totaling \$131,069;
- 2) indirect costs used as match- \$6,895.

These items are included in ICHD's 2020-2021 budget.

STRATEGIC PLANNING IMPACT

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

This resolution also supports Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to accept \$170,239 for the AmeriCorps State Grant for 2020-2021 effective October 2, 2020 through October 1, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A 2020-2021 AMERICORPS STATE GRANT

WHEREAS, Ingham County Health Department (ICHD) will soon complete a successful fourth year of a grant cycle supporting the AmeriCorps State Program, funded by the Michigan Department of Health and Human Services (MDHHS), on behalf of the Michigan Community Service Commission (MCSC) as part of a four-year funding cycle, and authorized by Resolution #18-349; and

WHEREAS, the Michigan Department of Labor and Economic Opportunity (MDLEO) has approved funding for ICHD for a new grant cycle, in the amount of \$170,239 effective October 2, 2020 through October 1, 2021; and

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

WHEREAS, these items are included in ICHD's 2020-2021 budget; and

WHEREAS, as a condition of this grant, the health department must at a minimum, enter into agreements with each AmeriCorps host site and with each AmeriCorps member; and

WHEREAS, under this grant, AmeriCorps members will increase consumption of healthy foods and reduce food insecurity through gardening and food distribution, teach community members the importance of eating healthy foods and strategies for adopting healthy diets, and promote safe, affordable exercise options; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners accept the AmeriCorps grant award.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts an AmeriCorps grant of \$170,239 with MDLEO effective October 2, 2020 through October 1, 2021.

BE IT FURTHER RESOLVED, that a non-federal match of \$131,069 is authorized and consists of indirect costs used as a match of \$6,895, and the remainder obtained through cash contributions of up to \$12,018 from each of the 18 AmeriCorps host sites, as selected through a Request for Proposal process.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 24, 2020
SUBJECT: Authorization to Make a Second Security Deposit with ANC Holdings, LLC and Establish a health center co-located with the Allen Neighborhood Center

For the meeting agendas of November 16 and 18, 2020

BACKGROUND

Resolution #20-320 authorized Ingham County Health Department's (ICHD) Community Health Centers (CHC) to enter into a lease agreement with ANC Holdings, LLC for 4,188 square foot of space to operate a CHC co-located with the Allen Neighborhood Center (ANC) at 1611 E. Michigan Ave, Lansing, MI. The proposed CHC would provide family practice care to the Eastside community through this collaborative project, which would serve a currently underserved low-income and refugee community in the surrounding neighborhood. The new CHC would be site to Ingham's scope of service sites as part of the HRSA Health Center Program.

The lease includes a base rent of \$12 per square foot for 4,188 square feet. The Lease also includes the option to finance the estimated build out costs of \$450,000.00 at 5% over the first seven years of the lease. In order to secure the location at these terms and pursue the opportunity, the County entered the lease agreement with a security deposit of \$4,188.00 by June 30, 2020. The agreement required a second security deposit of \$4,188.00 be made to ANC Holdings by January 15th, 2021 to continue the lease, otherwise the lease shall terminate at no additional financial penalty than the initial security deposit amount. Under the agreement, monthly lease payments do not commence until April 1, 2021, when the scheduled renovations and build outs commence contingent upon continuation of the lease. The expected opening date for the CHC services would be August of 2021. The terms of the lease agreement would be August 1, 2020 through July 31, 2030. Monthly lease payments for the space would commence upon April 1, 2021.

Resolution #20-320 required a complete cost neutral proposal be brought to the CHC Board and Board of Commissioners in order to authorize the second security deposit due in January of 2021. ICHD's Accounting Unit prepared five options to locate a new health center at ANC and presented them to the ICHC Finance Committee and Interim Executive Director in September 2020. The Interim Executive Director gathered feedback about the financial analysis and program decisions on the proposed options from the management staff at Forest and Willow CHCs, the Ryan White Program Manager, ICHC senior leadership, the ICHC Executive Committee, and Health Officer Linda Vail. These individuals recommended that ICHC should pursue the option that relocates existing program staff from Forest CHC and make the second security deposit with ANC.

ALTERNATIVES

The County may not make a second security deposit with ANC Holdings, LLC and establish a Community Health Center at Allen Place (1611 E. Kalamazoo St., Lansing, MI).

FINANCIAL IMPACT

The opportunity to open a new CHC at Allen Place would support additional revenue generation potential for unmet demand for healthcare services in the community. Assessment of financial viability for creating the new CHC by relocating existing program staff from Forest CHC estimates additional cost to the overall ICHC budget at \$126,579 in Year One and \$999 in Year Two.

STRATEGIC PLAN

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval for Ingham County to make a second security deposit of \$4,188.00 to ANC Holdings by January 15th, 2021 to continue the lease agreement with ANC Holdings, LLC for a term of August 1, 2020 through July 31, 2030, for 4,188 square foot of space to operate a CHC at 1611 E. Michigan Ave, Lansing, MI and to establish a CHC co-located with ANC.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO MAKE A SECOND SECURITY DEPOSIT WITH ANC HOLDINGS, LLC AND ESTABLISH A HEALTH CENTER CO-LOCATED WITH THE ALLEN NEIGHBORHOOD CENTER

WHEREAS, Resolution #20-320 authorized Ingham County Health Department's (ICHD) Community Health Centers (CHCs) to enter into a lease agreement with ANC Holdings, LLC for 4,188 square foot of space to operate a health center co-located with the Allen Neighborhood Center (ANC) at 1611 E. Michigan Ave, Lansing, MI; and

WHEREAS, the proposed CHC would provide family practice care to the Eastside community through this collaborative project, which would serve a currently underserved low-income and refugee community in the surrounding neighborhood; and

WHEREAS, the new CHC would be site to Ingham's scope of service sites as part of the HRSA Health Center Program; and

WHEREAS, the lease includes a base rent of \$12 per square foot for 4,188 square feet; and

WHEREAS, the lease also includes the option to finance the estimated build out costs of \$450,000.00 at 5% over the first seven years of the lease; and

WHEREAS, in order to secure the location at these terms and pursue the opportunity, the County entered the lease agreement with a security deposit of \$4,188.00 by June 30, 2020; and

WHEREAS, the agreement required a second security deposit of \$4,188.00 be made to ANC Holdings by January 15th, 2021 to continue the lease, otherwise the lease shall terminate at no additional financial penalty than the initial security deposit amount; and

WHEREAS, the terms of the lease agreement are August 1, 2020 through July 31, 2030 with monthly lease payments commencing April 1, 2021, when the scheduled renovations and build outs commence contingent upon continuation of the lease; and

WHEREAS, the expected opening date for the CHC services would be August of 2021; and

WHEREAS, should the County not make the second security deposit due in January of 2021, the lease shall terminate with no further penalty to the County than forfeit of the initial \$4,188.00 deposit; and

WHEREAS, Resolution #20-320 required a complete cost neutral proposal be brought to the CHC Board and Board of Commissioners in order to authorize the second security deposit due in January of 2021; and

WHEREAS, ICHD's Accounting Unit prepared five options to locate a new CHC at ANC and presented them to the ICHC Finance Committee and Interim Executive Director in September 2020; and

WHEREAS, the Interim Executive Director gathered feedback about the financial analysis and program decisions on the proposed options from the management staff at Forest and Willow CHCs, the Ryan White Program Manager, ICHC senior leadership, the ICHC Executive Committee, and Health Officer Linda Vail; and

WHEREAS, these individuals recommended that ICHC should pursue the option that relocates existing program staff from Forest CHC and make the second security deposit with ANC; and

WHEREAS, the opportunity to open a new CHC at Allen Place would support additional revenue generation potential for unmet demand for healthcare services in the community; and

WHEREAS, assessment of financial viability for creating the new CHC by relocating existing program staff from Forest CHC estimates additional cost to the overall ICHC budget at \$126,579 in Year One and \$999 in Year Two; and

WHEREAS, the Ingham Community Health Center Board and the Health Officer support making a second security deposit of \$4,188.00 to ANC Holdings by January 15th, 2021 to continue the lease agreement with ANC Holdings, LLC for a term of August 1, 2020 through July 31, 2030, for 4,188 square foot of space to operate a health center at 1611 E. Michigan Ave, Lansing, MI and to establish a health center co-located with ANC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize a second security deposit of \$4,188.00 to ANC Holdings by January 15th, 2021 to continue the lease agreement with ANC Holdings, LLC. for a term of August 1, 2020 through July 31, 2030, for 4,188 square foot of space to operate a health center at 1611 E. Michigan Ave, Lansing, MI and to establish a health center co-located with ANC.

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.

TO: Human Services, County Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 29, 2020
SUBJECT: Resolution to Convert Position # 601398 from .5 FTE to .75FTE
For the meeting agendas of November 16, 17 and 18, 2020

BACKGROUND

Ingham County Health Department (ICHD) wishes to increase a .5 FTE Disease Control Nurse Position (Position #601398) from .5 FTE to .75 FTE, effective upon execution through September 30, 2021. Increasing Position #601398 from .5 FTE to .75FTE will allow ICHD's Communicable Disease Division (CD) to increase their capacity and provide additional support for COVID-19 disease investigation and prevention efforts. Increasing this position will allow ICHD's CD to utilize current staff to bring their expertise and knowledge to support these efforts.

ALTERNATIVES

ICHD could not increase the position.

FINANCIAL IMPACT

Position #601398 will be converted from a .5FTE to a .75FTE, (MNA Grade 3 Step 4) the cost including salary and fringe from \$54,074 to \$76,372 for a total increase of \$22,298. All cost associated with of this conversion will be covered by funds from the Infection Prevention Grant from the Michigan Department of Health and Human Services (MDHHS) authorized in Resolution #20-306. This position will remain at .75 FTE through the duration of the grant upon loss of grant it will revert back to a .5 FTE position.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize position #601398 Disease Control Nurse to be increased from .5 FTE to .75 FTE effective upon approval through the duration of the grant.

D Edokpolo Request 11/2/2020

	Proposed Increase in FTE Pos #601398 MNA Grade 3, Step 4 .75 FTE	Present Position #601398 MNA Grade 3, Step 4 .5 FTE	Increase Cost due to change in FTE
SALARY	56,046	38,748	17,299
UNEMPLYMT	280	194	87
FICA/MEDICARE	4,288	2,964	1,323
DENTAL	936	936	-
VISION	135	135	0
PHP MED	17,018		5,673
MERS	6,939	4,616	2,323
MERS HYBRID	560	387	173
RTEE CHGBCK	3,585	3,585	-
SEPARATE	981	678	303
RE/HLTH/T	2,522	1,744	779
WORKERS COMP	60	31	29
DISABILITY	73		73
LIFE 30K	115	58	58
Salary	56,046	38,748	17,299
Fringes	37,492	15,326	10,820

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONVERT POSTION #601398 (DISEASE CONTROL NURSE)
FROM .5 FTE TO .75 FTE**

WHEREAS, Ingham County Health Department (ICHD) wishes to temporarily increase a .5 FTE Disease Control Nurse Position (Position #601398) from .5 FTE to .75 FTE, effective upon execution through September 30, 2021; and

WHEREAS, increasing Position #601398 from .5 FTE to .75FTE will allow ICHD's Communicable Disease Division (CD) to increase their capacity and provide additional support for COVID-19 disease investigation and prevention efforts; and

WHEREAS, increasing this position will allow CD to utilize current staff to bring their expertise and knowledge to support these efforts; and

WHEREAS, position #601398 will be increased from a .5FTE to a .75FTE, (MNA Grade 3 Step 4) increasing the salary and fringe from \$54,074.00 to \$76,372.00 for a total increase of \$22,298.00; and

WHEREAS, all costs of this increase will be covered by funds from the Infection Prevention Grant from the Michigan Department of Health and Human Services (MDHHS) authorized in Resolution #20-306; and

WHEREAS, this position will revert back to a .5 FTE position at the conclusion of the grant; and

WHEREAS, the Health Officer recommends approval to increase position #601398 Disease Control Nurse from .5 FTE to .75 FTE effective upon approval through September 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of position #601398 Disease Control Nurse from .5 FTE to .75 FTE effective upon approval through September 30, 2021.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 29, 2020
SUBJECT: Authorization to Enter Agreement with DocuSign

For the meeting agendas of November 16 and November 18, 2020

BACKGROUND

Ingham County Health Department (ICHHD), Community Health Centers (CHCs) wish to enter into an agreement with DocuSign effective September 21, 2020 through September 20, 2021. DocuSign is an application designed to collect digital signatures (eSignature) for CHC documents like contracts, policies, Releases of Information (ROI), clinic consents and other documents on different devices. The cost for this agreement is \$5,699.20 for 1500 envelopes/transactions. Each additional envelope/transaction over 1500 will cost \$5.80 per envelope. The cost for this agreement is covered by CARES (Coronavirus Aid, Relief, and Economic Security) funding award from HRSA authorized under Resolution #20-176.

ALTERNATIVES

There are currently no products in place which support this operational need for the CHCs. During this time of COVID-19, there is a need to collect signatures for important documents electronically. The alternative would be to continue to rely on collecting signatures for important documents in-person.

FINANCIAL IMPACT

The cost for this agreement is \$5,699.20 for 1500 envelopes/transactions. Each additional envelope/transaction over 1500 will cost \$5.80 per envelope. The cost for this agreement is covered by CARES (Coronavirus Aid, Relief, and Economic Security) funding award from HRSA authorized under Resolution #20-176.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into an agreement with DocuSign effective September 21, 2020 through September 20, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH DOCUSIGN

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with DocuSign effective September 21, 2020 through September 20, 2021; and

WHEREAS, DocuSign is an application designed to collect digital signatures (eSignature) for Community Health Center (CHC) documents like contracts, policies, Releases of Information (ROI), clinic consents and other documents on electronic devices; and

WHEREAS, collecting these signatures digitally will allow patients/clients of the CHCs to sign and submit their signatures remotely; and

WHEREAS, the cost of this agreement is \$5,699.20 for 1,500 envelopes/transactions; and

WHEREAS, each additional envelope/transaction over 1,500 will cost \$5.80 per envelope/transaction; and

WHEREAS, the cost for this agreement is covered by Coronavirus Aid, Relief, and Economic Security (CARES) funding award from Health Resources and Services Administration (HRSA) authorized under Resolution #20-176; and

WHEREAS, the Health Officer and the Ingham Community Health Center Board of Directors supports entering into an agreement with DocuSign effective September 21, 2020 through September 20, 2021, to allow ICHD's CHCs to collect patient and client signatures electronically.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with DocuSign effective September 21, 2020 through September 20, 2021 to allow ICHD's CHCs to collect patient and client signatures electronically.

BE IT FURTHER RESOLVED, that the cost of this agreement is \$5,699.20 for 1,500 envelopes/transactions.

BE IT FURTHER RESOLVED, that each additional envelope/transaction over 1,500 will cost \$5.80 per envelope/transaction.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 29, 2020
SUBJECT: Resolution to Accept of FY 2021 Child and Adolescent Health Center Program Funds
For the meeting agendas of November 16, and November 18, 2020

BACKGROUND

Ingham County Health Department (ICHD) wishes to accept \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program to be used for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2020 through September 30, 2021. This funding will support continued operations of ICHD's school-based and school-linked health centers. The Ingham County Board of Commissioners authorized ICHD to accept the CAHC program funding from the Michigan Department of Health and Human Services (MDHHS), as administered through the Michigan Primary Care Association (MPCA), for the period of October 1, 2011 through September 30, 2019, through resolutions #11-235, #12-199, #13-049, #14-358, #15-412, #16-448, #17-434, #18-347 and #19-386.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The CAHC funding award for the term of October 1, 2020 through September 30, 2021 is \$585,000 and is divided as follows:

- Eastern Health Center - \$195,000
- Sexton Health Center - \$195,000
- Willow Health Center - \$195,000

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2020 through September 30, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FY 2021 CHILD AND ADOLESCENT HEALTH CENTER
PROGRAM FUNDS**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program to be used for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2020 through September 30, 2021; and

WHEREAS, the funding will support continued operations of ICHD's school-based and school-linked health centers; and

WHEREAS, the Ingham County Board of Commissioners authorized ICHD to accept CAHC funding from the Michigan Department of Health and Human Services (MDHHS), as administered through the Michigan Primary Care Association (MPCA), for the period of October 1, 2011 through September 30, 2019, through resolutions #11-235, #12-199, #13-049, #14-358, #15-412, #16-448, #17-434, #18-347; and #19-386 and

WHEREAS, the CAHC funding award effective October 1, 2020 through September 30, 2021 is \$585,000 and is divided as follows: Eastern Health Center - \$195,000, Sexton Health Center - \$195,000, Willow Health Center - \$195,000; and

WHEREAS, the Ingham Community Health Center Board of Directors supports accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2020 through September 30, 2021; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2020 through September 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2020 through September 30, 2021.

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.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 29, 2020
SUBJECT: Resolution Authorizing an Agreement with UnoDeuce Multimedia
For the meeting agendas of November 16 and November 18, 2020

BACKGROUND

Ingham County Health Department's (ICHHD), Community Health Centers (CHCs) seek to enter into an agreement with UnoDeuce Multimedia for a Full Service Video Storytelling project effective September 24, 2020 through September 23, 2021. The cost for this agreement is \$1,950.00 for three (3) 90-second videos which can be shared online, and posted to our website. The funding for this agreement will be covered by the Michigan Health Endowment Funding (MHEF) award approved through Resolution #20-174. This agreement will allow the CHCs to use video storytelling to promote services, and educational awareness campaigns.

ALTERNATIVES

The alternative to entering into this agreement would be to either forego producing these videos, or have them produced in-house using unsophisticated and unprofessional production tools.

FINANCIAL IMPACT

The amount of this agreement will not exceed \$1,950.00. The funding for this agreement will be covered by the Michigan Health Endowment Funding (MHEF) award approved through Resolution #20-174.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Board of Commissioners approve the attached resolution authorizing an agreement with UnoDeuce Multimedia for a Full Service Video Storytelling project effective September 24, 2020 through September 23, 2021 in an amount not to exceed \$1,950.00.



UnoDeuce Multimedia
PO Box 10105

Lansing Michigan 48901
U.S.A

Estimate

EST-0588

Bill To
Ingham County Health Department
KeyonieJames

Estimate Date : 24 Sep 2020

#	Item & Description	Qty/Hrs	Rate	Amount
Telehealth 3 Part Video Series (60-90 seconds)				
1	Full Service Video Storytelling Includes recording on site interviews and B-roll, editing video/audio, color correction, graphic creation/animation, one music bed purchase and development of mp4 file to use in power points and online. Will can also be delivered in Square, Vertical and Widescreen formats.	3.00	650.00	1,950.00
Sub Total				1,950.00
Total				\$1,950.00

Notes

Looking forward to working with you!

Terms & Conditions

This cost does not cover travel outside of the Greater Lansing Area (Dewitt, Grand Ledge, Williamston, Mason) nor any other stock video/music/photography material that is additional to what we already have access to. This estimate only covers one revision per video. These videos have to be completed within 12 months from the start of production and will require 50% down to start the project.

Authorized Signature _____

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH UNODEUCE MULTIMEDIA
FOR A FULL SERVICE VIDEO STORYTELLING PROJECT**

WHEREAS, Ingham County Health Department's (ICHHD), Community Health Centers (CHCs) seek to enter into an agreement with UnoDeuce Multimedia for a Full Service Video Storytelling project; and

WHEREAS, this agreement would be effective September 24, 2020 through September 23, 2021; and

WHEREAS, the cost for this agreement is \$1,950.00 for three (3) 90-second videos which can be shared online and posted to our website; and

WHEREAS, the funding for this agreement will be covered by the Michigan Health Endowment Funding award approved through Resolution #20-174; and

WHEREAS, this agreement will allow the CHCs to use video storytelling to promote services and educational awareness campaigns; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with UnoDeuce Multimedia effective September 24, 2020 through September 23, 2021 in an amount not to exceed \$1,950.00; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with UnoDeuce Multimedia effective September 24, 2020 through September 23, 2021 in an amount not to exceed \$1,950.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with UnoDeuce Multimedia effective September 24, 2020 through September 23, 2021 in an amount not to exceed \$1,950.00.

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

Agenda Item 17g

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 15, 2020
SUBJECT: Resolution to Accept Michigan Department of Health and Human Services (MDHHS), Ryan White B Minority Aids Initiative (MAI) Award
For the meeting agendas of November 16 and November 18, 2020

BACKGROUND

Ingham County Health Department (ICHHD) and Ingham Community Health Centers (ICHC) wish to accept a funding award of \$20,000 from the Michigan Department of Health and Human Services (MDHHS), Ryan White B Minority Aids Initiative (MAI) Award. This funding support is for the period of November 1, 2020 through March 31, 2021.

ALTERNATIVES

There are no other alternatives.

FINANCIAL IMPACT

This funding amount of \$20,000 will support Ryan White B Program efforts at ICHC to provide Outreach and Case Management services to Minority People Living with HIV (PLWHV).

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the acceptance of this MDHHS RW Part B MAI funding of \$20,000 effective November 1, 2020 through March 31, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS), RYAN WHITE B (RW B) MINORITY AIDS INITIATIVE (MAI) AWARD

WHEREAS, Ingham County Health Department (ICHD) and Ingham Community Health Centers (IHCs) wish to accept MDHHS RW B MAI funding of \$20,000 effective November 1, 2020 through March 31, 2021; and

WHEREAS, RW B MAI funding will support Outreach and Case Management services for Minority populations living with HIV; and

WHEREAS, ICHD has received the MDHHS RW B MAI funding award for the budget period of November 1, 2020 through March 31, 2021 in an amount not to exceed \$20,000; and

WHEREAS, the Ingham County Community Health Center Board has reviewed and recommends the acceptance of the MDHHS RW B MAI funding award; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the acceptance of the MDHHS RW B MAI funding award of \$20,000 effective November 1, 2020 through March 31, 2021.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the acceptance of the MDHHS RW B MAI funding award of \$20,000 effective November 1, 2020 through March 31, 2021.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, is authorized sign the agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

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

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

Agenda Item 18

DATE: November 3, 2020

TO: Finance and Liaison Committees

FROM: Jill Bauer, Administrative Analyst

RE: Resolution Approving Various Contracts for the 2021 Budget Year

This resolution will approve the attached list of contracts for the 2021 budget year. The list consists only of contracts that are included in the 2021 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

The county contract approval process, as amended by Resolution #09-095 provides that any contract over \$5,000 must be approved by the Board of Commissioners. This resolution includes various routine contract renewals in order to reduce the number of separate resolutions needed to approve contracts. The liaison committees may decide that there are some contracts included on this list that would better be considered as separate resolutions. Those contracts will be removed from this resolution before the passage by the Board of Commissioners, and will be brought back before the Board as separate resolutions at a later date.

Based on Resolution #16-443, the Budget Office will be using the Consumer Price Index's Annual Inflation rate or 1%, whichever is greater to determine if the contract falls within the Board of Commissioners' Guidelines. Expenditure contracts with a 2021 increase of 1.4% or less are the only ones included in this resolution.

Please contact me if you have any questions.

Agenda Item 18

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2021 BUDGET YEAR

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 2021 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.

LAW AND COURTS COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2020 COST	2021 PROJECTED	Proj. Increase over 2020	% Increase over 2020	Funding Source
Circuit Court	TEL/Thalner	Techonology support for the Courtrooms (excluding Courtrooms 1 and 2)	01/01/21	12/31/21	\$10,480	\$10,480	\$0	0%	General Fund
Community Corrections	Westaff	CCAB Staff Consultant	01/01/21	12/31/21	\$47,860	\$48,339	\$479	1.0%	General Fund 78% State & City 22%
Family Court	Peckham Inc. Footprints Group Home	Short Term Female Residential	10/01/20	09/30/21	\$558,705	\$558,705	\$0	0%	50% JJM/50% State of MI
Family Court	House Arrest	Home Detention including tethers, reduce out of home care	10/01/20	09/30/21	\$40,000	\$40,000	\$0	0%	50% General Fund/50% State of MI
Family Court	Ingham Intermdiate School District	Day Treatment Program - transportation and behavioral specialists	10/01/20	09/30/21	\$486,920	\$486,920	\$0	0%	50% General Fund/50% State of MI
Family Court	MSU Psychology Department	Diversion Program - Reduces days/cost for out of home care	10/01/20	09/30/21	\$172,496	\$172,496	\$0	0%	50% General Fund/50% State of MI
Family Court	Highfields	Day Treatment Program - transportation and behavioral specialists	10/01/20	09/30/21	\$656,732	\$656,732	\$0	0%	50% JJM/50% State of MI
Family Court	Peckham, Inc. Crossroads	Educational and vocational program for delinquent youth	10/01/20	09/30/21	\$319,542	\$319,542	\$0	0%	50% JJM/50% State of MI
Family Court	Highfields	Evening Reporting Program - Transportation and Behavioral Specialists	10/01/20	09/30/21	\$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	01/01/21	12/31/21	\$20,000	\$20,000	\$0	0%	General Fund
Probate Court	Michael Staake	Legal representation for mental illness respondents.	01/01/21	12/31/21	\$10,609	\$10,609	\$0	0%	General Fund
Probate Court	Robert Refior & Elias Kafantaris	Legal representation for general probate respondents.	01/01/21	12/31/21	\$18,035	\$18,035	\$0	0%	General Fund
Probate Court	Robert Refior & Elias Kafantaris	Gaurdian ad litem services for general probate matters	01/01/21	12/31/21	\$76,385	\$76,385	\$0	0%	General Fund

REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2020 REVENUE	2021 PROJECTED	Proj. Increase over 2020	% Increase over 2020
Prosecuting Attorney	State of Michigan	VOCA Crime Victim Assistant Grant	10/01/20	09/30/21	\$93,465	\$93,465	\$0	0%
Prosecuting Attorney	State of Michigan	Cooperative Reimbursement Grant	10/01/20	09/30/21	\$878,067	\$878,067	\$0	0%
Prosecuting Attorney	State of Michigan	Victims Rights Grant	10/01/20	09/30/21	\$327,675	\$327,675	\$0	0%
Sheriff	Byrne Jag Grant (BYRNE JAG)	Tri-County Metro Narcotics	10/01/20	09/30/21	\$41,844	\$41,844	\$0	0%
Sheriff	State of Michigan	State Homeland Security Program Projects / Terrorism Prevention	09/01/20	08/31/21	\$122,765	\$143,800	\$21,035	17%
Sheriff	State of Michigan	Annual Grant for Secondary Road Patrol	10/01/20	09/30/21	\$407,800	\$383,855	-\$23,945	-6%
Sheriff	State of Michigan	Annual Grant for Marine Safety Programs	10/01/20	09/30/21	\$5,100	\$5,100	\$0	0%
Sheriff	State of Michigan	Annual Grant for Emergency Management	10/01/20	09/30/21	\$59,167	\$58,107	-\$1,060	-2%
Family Court	State of Michigan	Annual Child Care Agreement	10/01/20	09/30/21	\$6,343,145	\$6,523,294	\$180,149	3%
FOC	State of Michigan	Annual Access and Visitation Grant	10/01/20	09/30/21	\$5,100	\$5,100	\$0	0%
FOC	State of Michigan	Cooperative Reimbursement Grant	10/01/20	09/30/21	\$3,514,711	\$3,831,243	\$316,532	9%

HUMAN SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2020 COST	2021 PROJECTED	Proj. Increase over 2020	% Increase over 2020	Funding Source
Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	01/01/21	12/31/21	\$ 45,750	\$ 45,750	\$0	0%	General Fund
Health Department	Holy Cross	Homeless Day Center	10/01/20	09/30/21	\$ 28,500	\$ 28,500	\$0	0%	General Fund
Health Department	South Lansing Community Dev Ctr	Community Development/Outreach	10/01/20	09/30/21	\$ 23,704	\$ 23,704	\$0	0%	General Fund
Health Department	Our Savior Lutheran Church	Food Pantry Operation - 1515 W. Holmes Road	10/01/20	09/30/21	\$ 7,200	\$ 7,200	\$0	0%	General Fund

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2020 COST	2021 PROJECTED	Proj. Increase over 2020	% Increase over 2020	Funding Source
Board of Commissioners	CAPCOG	Agreement w/Lansing Chamber	01/01/21	12/31/21	\$5,000	\$5,000	\$0	0.00%	General Fund
Equalization	Michigan Equalization Services LLC	Commercial Appraisal Contract	01/01/21	12/31/21	\$90,000	\$90,000	\$0	0.00%	General Fund
Equalization	Bellefeuil, Szur & Assoc. Inc. DBA BS&A Software	Assessing.net	01/01/21	12/31/21	\$10,431	\$10,431	\$0	0.00%	General Fund
Financial Services	Plante Moran	Annual Audit & Single Audit	01/01/21	12/31/21	\$ 138,095	\$ 139,000	\$905	0.66%	General Fund
Financial Services	MGT of America, LLC	Annual Cost Plan (Indirect Costs)	01/01/21	12/31/21	\$ 12,000	\$ 12,000	\$0	0.00%	General Fund
Human Resources	NEOGOV	NEOGOV Renewal	01/01/21	12/31/21	\$ 80,658	\$ 80,658	\$0	0.00%	General Fund
Road Department	Precision Systems	Accounting Software Licenses	01/01/21	12/31/21	\$ 14,655	\$ 14,655	\$0	0.00%	Road Fund
Road Department	Midwestern Consulting	Traffic Signal Database Support	01/01/21	12/31/21	\$ 1,200	\$ 1,200	\$0	0.00%	Road Fund
IT	BOSS	Annual Maintenance for Help Desk Software	01/01/21	12/31/21	\$ 14,425	\$ 14,627	\$202	1.40%	Network Fund
IT	Calero Software	Verismart Software Maintenance for Phone System	08/30/21	08/30/22	\$ 2,266	\$ 2,298	\$32	1.40%	Network Fund
IT	NetBrain	Network Documentation Software Maintenance and Support	03/30/21	03/30/22	\$ 5,569	\$ 5,647	\$78	1.40%	Network Fund
IT	DLT	Solarwinds Network Monitoring	03/21/21	03/21/22	\$ 1,781	\$ 1,806	\$25	1.39%	Network Fund
IT	Solarwinds	Dameware Remote Support Software	06/18/21	06/18/22	\$ 483	\$ 490	\$7	1.40%	Network Fund
IT	Wavecrest	Web Reporting Software	02/20/21	02/20/22	\$ 9,135	\$ 9,263	\$128	1.40%	Network Fund
IT	CDWG	Backup Software	04/30/21	04/30/22	\$ 20,000	\$ 20,000	\$0	0.00%	Network Fund
IT	Konica	RightFax	08/31/21	08/30/22	\$ 5,893	\$ 5,975	\$82	1.39%	Network Fund
IT	CDWG	VMWare Renewal	03/31/21	03/31/22	\$ 35,124	\$ 35,615	\$491	1.40%	Network Fund
IT	Seamless Docs	Seamless Docs Renewal	02/18/21	02/18/22	\$ 24,456	\$ 24,798	\$342	1.40%	Network Fund
IT	Sentinel	Redsky e911 software support renewal	05/28/21	05/27/22	\$ 3,287	\$ 3,333	\$46	1.39%	Network Fund
IT	CDWG	Network Monitoring Software	10/01/21	09/30/22	\$ 2,681	\$ 2,718	\$37	1.38%	Network Fund

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2020 COST	2021 PROJECTED	Proj. Increase over 2020	% Increase over 2020	Funding Source
IT	ESRI	Annual Maintenance for ArcView & ArcGIS Server	10/01/21	09/30/22	\$ 3,847	\$ 3,901	\$54	1.40%	Network Fund
IT	Zayo	Dark Fibre & equipment	01/01/21	12/31/22	\$ 6,060	\$ 6,145	\$85	1.40%	Network Fund
IT	Nationwide Power	Uninterrupted power supply support -911	12/01/21	11/30/22	\$ 4,387	\$ 4,448	\$61	1.40%	Network Fund
IT	Vidcom Solutions	Ocularis Renewal for cameras	01/04/21	01/04/22	\$ 20,380	\$ 20,665	\$285	1.40%	Network Fund
IT	CDWG	Annual Cost for Faronics Deepfreeze for the Ingham	03/01/21	03/01/22	\$ 791	\$ 802	\$11	1.40%	Network Fund

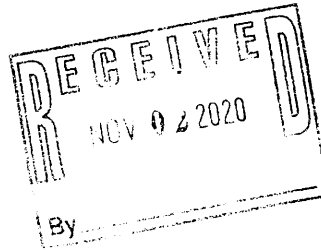
REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2020 REVENUE	2021 PROJECTED	Proj. Increase over 2020	% Increase over 2020
Equalization	State of Michigan	Annual Grant for Remonumentation Program	01/01/21	12/31/21	\$89,306	\$80,493	-\$8,813	-9.87%



CITY OF EAST LANSING
The Home of Michigan State University

October 27, 2020



Mr. Bryan Crenshaw
Chairperson
Ingham County Board of Commissioners
PO. Box 319
Mason, MI 48854

Notice of Public Information Meeting

Dear Mr. Crenshaw:

Pursuant to Public Act 57 of 2018, the purpose of this letter is to inform you that the East Lansing Downtown Development Authority (DDA) will hold an Informational Meeting on Thursday, November 12, 2020 at 12:00 p.m. via Zoom. Zoom information will be sent via email. This meeting will be to share projects completed over the last year and discuss future plans in the DDA district.

More information is available at
<https://www.cityofeastlansing.com/370/Downtown-Development-Authority>

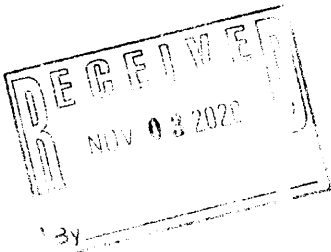
Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam R. Cummins".

Adam R. Cummins
Administrator, Community & Economic Development
(517) 319-6864
acummin@cityofeastlansing.com

140 Abbott Road
East Lansing, MI 48823
(517) 337-1741
Fax (517) 337-1559
www.cityofeastlansing.com



CITY OF LANSING
NOTICE OF PUBLIC HEARING

The Lansing City Council will hold a public hearing on Monday, November 9, 2020 at 7:00 p.m. via ZOOM Conferencing, Meeting ID 882 5906 2610 for the purpose of considering:

To afford an opportunity for all residents and taxpayers of the City of Lansing, City Assessor, other interested persons and ad valorem taxing units to appear and be heard on the approval of a Commercial Rehabilitation Act Exemption Certificate (the "Certificate"), pursuant to and in accordance with the provisions of the Commercial Rehabilitation Act, Public Act 210 of 2005, for property located at 329, 331, 333, and 337 South Washington Square, Lansing, Michigan, but more particularly described as follows:

329 South Washington Square

Parcel #: 33-01-01-16-405-121

Legal Description: S 1/3 LOT 8 BLOCK 129 ORIG PLAT

331 South Washington Square

Parcel #: 33-01-01-16-405-131

Legal Description: N 1/3 OF W 100 FT LOT 7 BLOCK 129 ORIG PLAT

333 South Washington Square

Parcel #: 33-01-01-16-405-141

Legal Description: LOT 7 EXC N 22 FT OF W 100 FT BLOCK 129 ORIG PLAT

Approval of this Certificate will allow the owner of the property noted above an exemption of certain property taxes for the improvements to said property. Further information regarding this issue may be obtained from Kris Klein, Lansing Economic Area Partnership (LEAP), 1000 S. Washington Ave., Suite 201, Lansing, MI 48910, 517-702-3387.

Note: Michigan Director of Health and Human Services Robert Gordon's Order of October 9, 2020 regarding Gather Prohibition and Face Covering, as well as states of emergency declared by the Mayor and approved by City Council have led to a closure of City Hall to public at this time due to COVID-19. Public observation and participation may be facilitated electronically in accordance with the Open Meetings Act in an effort to protect the health and safety of the public.

Members of the public wishing to observe or participate in the meeting may do so by logging into or calling into the meetings using the website <https://us02web.zoom.us/j/88259062610> (Note: this option requires downloading Zoom software. If you have not already installed the software, this may take a few minutes) or by calling (301) 715 8592 and entering Meeting ID: 882 5906 2610.

Persons with disabilities who need an accommodation to fully participate in these meetings

should contact the City Council Office at 517-483-4177 (TDD (517) 483-4479) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

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

Chris Swope, Lansing City Clerk, MMC/CMMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope