

CHAIRPERSON
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VICE-CHAIRPERSON
CAROL KOENIG

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ROBIN NAEYAERT

FINANCE COMMITTEE
THOMAS MORGAN, CHAIR
TODD TENNIS
MARK GREBNER
BRYAN CRENSHAW
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, OCTOBER 21, 2020 AT 6:30 P.M. THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/89194951787> AND/OR IN PERSON IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [October 7, 2020](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office – Resolution to Authorize the Renewal of a Contract with the Michigan Department of Corrections to Rent up to [50 Beds](#) to the Michigan Department of Corrections
2. Circuit Court – Family Division
 - a. Resolution to Accept the Michigan Drug Court Grant Program for the Ingham County [Family Recovery Court](#)
 - b. Resolution to Authorize a Three-Year Contract with Various [Residential Placements](#)
 - c. Resolution to Authorize Funds to Purchase a New [Transport Vehicle](#) for the Ingham County Family Center
 - d. Resolution to Authorize the Purchase of a New Secure [Transport Vehicle](#) for the Juvenile Division
3. Prosecuting Attorney
 - a. Resolution to Authorize the Ingham County Prosecutor's Office to Obtain Additional [LEAP Subscriptions](#) and Fund Initial Added Cost to Ingham County Innovation and Technology Department
 - b. Resolution to Authorize an Agreement between the Michigan Department of Health and Human Services and the Ingham County Prosecutor's Office under the 2021 [Stop Violence Against Women Grant](#)
4. Public Defenders Office
 - a. Resolution to Approve an Agreement with the [City of East Lansing](#) for its Local Share Contribution under the County's Michigan Indigent Defense Commission (MIDC) 2020-2021 Compliance Plan
 - b. Resolution to Approve an Agreement with the [City of Lansing](#) for its Local Share Contribution under the County's Michigan Indigent Defense Commission (MIDC) 2020-2021 Compliance Plan

5. Animal Control – Resolution to Approve the Purchase of [Software/Hardware](#) for Ingham County Animal Control and Shelter
6. Law & Courts Committee – Resolution to Authorize Positions, Contracts and Other Expenses to Increase [Treatment Programming](#) for 2021 as Authorized by the Justice Millage
7. Equalization/Tax Mapping
 - a. Resolution to Approve the [2020 Apportionment Report](#)
 - b. Resolution to Extend for a Period of 12 Months the Contract with [Michigan Equalization Services](#)
8. Michigan Rehabilitation Services – Resolution to Authorize Cooperative Cash Match Agreements with [Michigan Rehabilitation Services](#)
9. Parks Department
 - a. Resolution to Authorize a Purchase Order with [Crawford Door Company](#) for Garage Doors for the Maintenance Building at Lake Lansing South
 - b. Resolution to Authorize [Amendments](#) for Trails and Parks Millage Agreements
10. Health Department
 - a. Resolution to Authorize Agreement with [Daudi & Kroll, P.C.](#)
 - b. Resolution to Authorize an Agreement with [Moore & Moore Etc. Inc.](#)
 - c. Resolution to Authorize an Agreement with [TL Contracting, Inc.](#)
 - d. Resolution to Accept Funds from [Southeastern Michigan Health Association](#)
 - e. Resolution to Authorize an Agreement with [St. Vincent Catholic Charities](#)
11. Purchasing Department – Resolution to Approve the Disposal of County-Owned [Surplus Property](#)
12. Facilities Department
 - a. Resolution to Authorize an Agreement with [Davenport Masonry Inc.](#) for the Hilliard Building Exterior Renovations
 - b. Resolution to Authorize a Purchase Order Issued to [Vidcom Solutions Inc.](#) for a Card Reader, Door Release Button and Handicap Door Openers at the TCOA Office in the Human Services Building
13. Road Department – Resolution to Authorize the Extension of Resolution #19-449 for Single Tungsten [Carbide Insert Blades](#)
14. Human Resources Department
 - a. Resolution to Waive the Public Act 152 [Health Care Requirements](#) for 2021
 - b. Resolution to Accept the Recommendation of the Ingham County [Health Care Coalition](#) for Employee Benefits for 2021 and Authorizing Letters of Agreement with Bargaining Units
 - c. Attorney-Client Privileged Legal Opinion from Corporation Counsel Discussion as Permitted by MCL 15.268(h) (*Closed Session*)

15. Controller/Administrator's Office

- a. Resolution to Accept [Community Development Block Grant Funding](#) through the CARES Act
- b. Ingham County [2021 General Appropriations](#) Resolution
- c. Resolution to [Amend Resolution #20-327](#) to Remove the Moratorium on County Hiring and the Filling of Vacant Positions Effective November 1, 2020

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

October 7, 2020

Draft Minutes

Members Present: Morgan, Grebner, Crenshaw, Polsdofer, Schafer (arrived 6:49 p.m.) Tennis, and Maiville.

Members Absent: None.

Others Present: Sheriff Scott Wriggelsworth, Undersheriff Andrew Bouck, Gregg Todd, Michael Townsend, Jared Cypher, Teri Morton, Terri Thornberry, Alan Fox, George Strander, Russell Church, Aimee Eisen, Deb Fett, Jill Bauer, Scott LeRoy, Helen Walker, and Michael Tanis.

The meeting was called to order by Chairperson Morgan at 6:30 p.m. virtually via Zoom in accordance with the Governor's Executive Order 2020-154 regarding the Open Meetings Act.

Approval of September 16, 2020 Minutes

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. TENNIS, TO APPROVE THE MINUTES OF THE SEPTEMBER 16, 2020 FINANCE COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Schafer.

Additions to the Agenda

Substitute –

5. Law & Courts Committee – Resolution Authorizing 2021 Agreements for Juvenile Justice Community Agencies

Limited Public Comment

Sheriff Scott Wriggelsworth, County Sheriff, stated that at the Finance Committee meeting tonight, the Commissioners would be recommending to the Board of Commissioners what to do with the \$3.1 million of additional state revenue sharing for the County. He further stated that he understood that the County and the State of Michigan were not out of the woods yet in terms of financial stability.

Sheriff Wriggelsworth stated that per usual during the budget process, the Ingham County Sheriff's Office (ICSO) gave concessions when other departments did not. He further stated that yet again, ICSO took the biggest budget hit.

Sheriff Wriggelsworth stated that three of the four eliminated positions in the FY2021 budget were ICSO positions. He further stated that there had been discussions at a previous meeting of the Law & Courts Committee that if the State came through with the additional revenue sharing, and after the employee concessions hole had been filled, the Law Enforcement County Patrol Deputy would be next on the list to be saved.

Sheriff Wriggelsworth stated that \$79,388 of the \$3.1 million surplus was all he was asking to fill the proposed five percent reduction to an understaffed County Road Patrol in the Law Enforcement Division. He further stated that members of the Finance Committee might not care about the loss of the position, and there might be members who welcomed it, but it was his job as Ingham County Sheriff to protect the community.

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

1. Sheriff's Office – Resolution to Authorize a Contract with the Michigan Department of Health and Human Services for Transport Services of Specific Juveniles by Sheriff's Deputies
2. Office of Homeland Security and Emergency Management – Resolution to Accept the Michigan State Police FY2018 Pre-Disaster Mitigation Grant to Update the Tri-County Hazard Mitigation Plan
3. Friend of the Court – Resolution to Authorize a Contract with Child and Family Charities for the Access and Visitation Grant Program
4. 9-1-1 Dispatch Center – Resolution to Authorize a Staff Services Manager/Night Shift at the 9-1-1 Center
5. Law & Courts Committee – Resolution Authorizing 2021 Agreements for Juvenile Justice Community Agencies
6. Financial Services – Resolution to Approve the Engagement Letter with Gabriel, Roeder, Smith & Company to Conduct an Actuary Evaluation of the Retiree Health Care Plan and Provide Annual GASB Reports
7. Parks Department
 - a. Resolution to Authorize a Contract with F.D. Hayes for a Generator System at Burchfield Park and Lake Lansing South
 - b. Resolution to Authorize a Contract with L. J. Trumble Builders, LLC. for a Roof for the Main Shelter at Lake Lansing North County Park
8. Health Department
 - a. Resolution to Authorize Agreement with DocuSign
 - b. Resolution to Authorize a Seventh Year of the Americorps*Vista Grant Cycle for 2020-2021
 - c. Resolution to Amend Resolution #20-174 to Extend the Agreement with the Michigan Health Endowment Fund and Accept Additional Grant Funds
 - d. Resolution to Amend Resolution 19-310 to Authorize Contract with Advance Peace

9. Innovation & Technology Department
 - a. Resolution to Approve the Renewal of Multi-Factor Authentication Solution
 - b. Resolution to Approve the Purchase of Support Hours from Sentinel Technologies
10. Facilities Department – Resolution to Authorize a Purchase Order to Horn Heating & Cooling for the Replacement Air Conditioning System for the Drain Vault
11. Public Defenders Office – Resolution to Authorize a Grant Between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA) and Ingham County to Provide Funding to Assist the County in Complying with the Compliance Plan and Cost Analysis Approved by MIDC and Resolution #17-445 and Creating Three New Grant Funded Positions
12. Human Resources Department – Resolution to Approve Generic Service Credit Purchase for County Employee: Janice Dooley

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Schafer.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Schafer.

13. Controller/Administrator's Office
 - b. Resolution to Adopt an Ordinance Amending the Ingham County Ordinance to Provide for the Imposition and Collection of Excise Tax on Persons Engaged in the Business of Providing Rooms for Transient Guests, to Provide for Collection of Unpaid Delinquent Taxes in the Same Manner as Delinquent Special Assessments

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

Commissioner Crenshaw proposed the following amendment to the resolution:

BE IT FURTHER RESOLVED, that the Controller's Office shall be responsible for sending notification of adoption of this amended Ordinance to a newspaper in general circulation in the County, and shall take effect upon publication in said newspaper.

Commissioner Crenshaw stated that the reason he proposed the amendment was because there had been Animal Control ordinances that the Board of Commissioners had passed but that were never published in order to take effect. He further stated that the Commissioners at the time had stated that all future resolutions should state who is responsible for sending such notification of adoption.

Commissioner Crenshaw stated that the Commissioners at the time stated that whatever office was proposing the resolution should be the responsible party to send such notification. He further stated that since this resolution was being proposed by the Controller's Office, he wrote the amendment to include that.

Commissioner Grebner stated that instead of the Controller's Office being responsible for sending notification of adoption, he thought the County Controller should be responsible for ensuring that the ordinance was printed in a newspaper in general circulation in the County.

Commissioner Crenshaw stated that his proposed amendment was based upon a discussion he had with a former County Controller in regards to this matter. He further stated that the response he had received was that when an ordinance was published, the Controller's Office would notify the Board of Commissioners in a communication that it was published.

Discussion.

Commissioner Grebner proposed the following amendment to the resolution:

BE IT FURTHER RESOLVED, that the County Controller shall be responsible for ensuring notice of this amended Ordinance to a newspaper in general circulation in the County.

This was considered a friendly amendment.

THE MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioner Schafer.

13. Controller/Administrator's Office

a. Recommendations to Amend the 2021 Budget Based on Additional State Revenue

Commissioner Tennis asked Gregg Todd, County Controller, to discuss with the Commissioners the recommendations to amend the 2021 budget based on additional State of Michigan revenue.

Controller Todd stated that the State of Michigan had held counties harmless in terms of revenue sharing for 2021 based on 2020 numbers. He further stated that this provided the County with \$3.1 million to allocate toward the FY2021 budget.

Controller Todd stated that the Controller's Office first removed employee concessions, and then took funding of two operations out of millages and put them back into the General Fund. He further stated that the Controller's Office restored the Contingency Fund because the County did not know what FY2021 would look like.

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. POLSDOFER, TO REDUCE THE ADDED AMOUNT GOING INTO THE CONTINGENCY FUND BY \$79,388 TO FUND A DEPUTY COUNTY ROAD PATROL POSITION, AND USE THE REMAINING AMOUNT OF \$61,075 TO INCREASE THE CONTINGENCY FUND TO \$411,075.

Commissioner Tennis stated that one of the reasons that ICSO had been reduced because most of their funding came from the General Fund. He further stated that other departments relied on funds from the State of Michigan or the federal government.

Commissioner Tennis stated that when the County had predicted the loss of half of their revenue sharing, it was ICSO where the Board of Commissioners had made the most cuts. He further stated that it was his preference to restore one of those positions, and it still left the County in a good financial situation.

Commissioner Polsdofer stated that he supported Commissioner Tennis' motion. He further stated that the sacrifices made by ICSO had been part of the teamwork to make the County whole due to COVID-19, and due to the additional revenue sharing, he thought it would be equitable to return those positions quickly.

Commissioner Grebner stated that this was a long-term struggle of the Board of Commissioners. He further stated that the Sheriff had every right to use the language he did in his comments as it was good for his argument, but much of the reduction in ICSO had been tied to the loss of a State contract for housing inmates.

Commissioner Grebner stated that the County had 150 to 200 fewer inmates because the State had stopped sending inmates to the County. He further stated that the Board of Commissioners should understand that much of what the Sheriff had said was not fully accurate.

Commissioner Grebner stated that there had been a dramatic reduction in road patrol of the County from 20 years ago. He further stated that the Board of Commissioners had decided to adjust positions at the margin, and so the Commissioners tonight were discussing one additional position.

Commissioner Grebner stated that 85 percent of the County had a local police department that the County paid for. He further stated that on the other hand, 15 percent of the County did not pay for a local police department and generally paid one mill in local taxes.

Commissioner Schafer arrived at 6:49 p.m.

Commissioner Grebner stated that in the past, for example, the City of Leslie and City of Lansing had an equal vote. He further stated that rural communities assessed taxes on larger cities because, for example, the City of Lansing was where most of the County's tax revenue came from and so it was profitable to levy taxes.

Commissioner Grebner stated that Meridian Charter Township now bared the brunt of most of the taxation. He further stated that the smaller townships still paid one mill in general levy as opposed to the around ten mills Meridian Charter Township paid, including special millages.

Commissioner Grebner stated that the Board of Commissioners had substantially reduced support for rural police services. He further stated that 12 of the 13 townships had rejected ballot questions in the past to support local police departments because they thought the County should continue to provide them with free services.

Commissioner Grebner stated that the County had largely left the road patrol business, and so now, the County provided such a low level of road patrol that there was in effect no police services. He further stated that, for example, there were fewer officers available countywide than there were on the Michigan State University (MSU) campus.

Commissioner Grebner stated that he was opposed to Commissioner Tennis' motion. He further stated that the County reached a point with road patrol where the County provided a terrible level of service to rural areas, but the rural areas voted against millages when asked for additional funds.

Commissioner Grebner stated that the County needed to get the rural areas to agree to a financing system that allowed them to pay for their own police services, with some funding from the County. He further stated that thus far, local units of government had shown zero interest in that financing system, other than Williamstown Township.

Commissioner Schafer stated that the worse thing the County could do was to isolate departments. He further stated that Commissioner Grebner failed to realize that a countywide police department was meant to be countywide.

Commissioner Schafer stated that residents were asking for basic responses of police services in a crisis. He further stated that when the County had 12 individual units of government, and villages and cities, it was unreasonable to think each would create their own comprehensive program.

Commissioner Schafer stated that residents asked for a basic response for when they were in need, whether it was a mental health or domestic abuse issue. He further stated that to suggest that the County would turn their back on the needs of residents in their most critical times was an absurd statement.

Commissioner Schafer stated that someone had to counteract Commissioner Grebner's mentality that every unit was responsible for themselves. He further stated that if any of the Commissioners asked one of their police departments of their opinion, they would say that support from the County was imperative.

Commissioner Maiville stated that what Commissioner Grebner said needed rebuttal. He further stated that Commissioner Grebner was right that, at one time, the City of Lansing had been a larger economic base for the County, but now the rural areas were a third of the tax base.

Commissioner Maiville stated that in reference to the millage proposed several years ago for police services, he had been on a township board at the time, and one of the issues with the millage was the lack of guarantee for road patrol coverage. He further stated that the only guarantee that millage had was that residents would be paying for another millage.

Commissioner Maiville stated that he would support Commissioner Tennis' motion. He further stated that he wanted to thank Commissioner Tennis and Commissioner Polsdofer for their motion.

Chairperson Morgan asked Commissioner Grebner to keep the discussion germane to the \$79,388 requested by ISCO to fund a Deputy County Road Patrol position.

Commissioner Grebner stated that he never said that each unit of government should each have their own police department nor should they all contract with the ICSO. He further stated that what he said was that the County should work with each unit of government to find an arrangement for each of them, and Williamstown Township was a great example.

Commissioner Grebner stated that Williamstown Township had the choice to contract with either the City of Williamston or Meridian Charter Township. He further stated that they chose Meridian Charter Township and he thought they were happy with their choice.

Commissioner Grebner explained the possible arrangements for police services between the local units of government in the County.

Commissioner Grebner stated that he lived in the City of East Lansing, and had not seen an ICSO unit provide police services more than one time in 10 years. He further stated that a County resident received a lot more service if they lived in an area without a local police department.

Commissioner Grebner stated that the long-term solution was for the County to work with local units of government to find an arrangement where the police services provided by their local police department. He further stated that most importantly, local units of government should pay for their own police departments and stop relying on the County.

Commissioner Maiville stated that the contract between Williamstown Township and Meridian Charter Township resulted from mistrust with the County, and he would rather not go back to those types of situations. He further stated that there was a lot of farmland that was paying taxes that did not receive one iota of service from the County.

Chairperson Morgan stated that he recommended to the Commissioners, rather than having these drawn out discussions on important topics, to do it within its own project as opposed to having this argument every time ISCO asked for funds. He further stated that he agreed that something needed to be worked out in some fashion.

THE MOTION CARRIED. Yeas: Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: Grebner **Absent:** None

14. Board Referrals

- a. Notice from the City of Lansing Michigan Avenue Corridor Improvement Authority Regarding a Public Meeting on September 18, 2020
- b. Notice from the City of East Lansing Downtown Development Authority Regarding a Public Meeting on September 24, 2020 for the Purpose of Sharing Completed Projects and Future Plans

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:08 p.m.

OCTOBER 21, 2020 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

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

This resolution will authorize the renewal of an agreement with the Michigan Department of Corrections to rent up to 50 jail beds as needed, at a cost of \$35.00 per day per bed, effective October 1, 2020 through September 30, 2021. Estimated revenue is \$319,325, and is anticipated in the 2021 budget. This revenue projection is based on an average daily rental rate of 25 beds.

- 2a. **Circuit Court Family Division** – *Resolution for Acceptance of the Michigan Drug Court Grant Program for the Ingham County Family Recovery Court*

This resolution will authorize the acceptance of a grant award from the Michigan Drug Court Grant Program to the Ingham County Circuit Court's Family Recovery Court (FRC) for \$121,000.00 for the period of October 1, 2020 through September 30, 2021. This includes continued funding of a three-quarter time FRC Coordinator and a Special Part-Time FRC Program Assistant position.

The following subcontracts are also funded by the grant:

- Mid-Michigan Recovery Services (MMRS) for up to \$9,000.00
- House Arrest Services (HAS) for up to \$7,679.75

See memo for details.

- 2b. **Circuit Court Family Division** – *Resolution to Authorize to a Three-Year Contract with Various Residential Placements*

This resolution will authorize agreements with the attached list of residential treatment facilities for the care and treatment services of Court adjudicated youth not to exceed the per diems listed for the time period of October 1, 2020 through September 30, 2023 (three years). The agreements will be with Abraxas Academy, Abraxas 1, Boys Town, Highfields, Ottawa County-Lighthouse, Sequel/Mingus, Sequel/Mountain Home, Sequel/Normative, Sequel/Woodward and Wolverine, and the per diem rates vary from \$175 to \$592. The facilities are used after the Court has heard testimony and made findings that result in an order of placement to an appropriate treatment facility. Entering into three-year contracts allows the County to better forecast residential costs for the coming budget years. Costs for these placements are included in the 2021 budget.

See memo for details.

2c. Circuit Court Family Division – Resolution Authorizing the Purchase of a New Vehicle for Use at the Ingham County Family Center

This resolution will authorize the purchase of a new 2020 Ford Transit XLT Passenger Wagon Caravan at a cost not to exceed \$35,000 utilizing the State of Michigan's MiDEAL Extended Purchasing Program. The Ingham County Family Center has a fleet of vans used to transport students to and from the Ingham Academy and Pride evening reporting program. All vehicles are in a lease agreement with Highfields, Inc. This resolution will authorize the replacement of a 2011 Dodge Grand Caravan that has over 160,000 miles. This particular vehicle has been pulled out of rotation due to chronic mechanical issues.

At the end of 2019, the reserve fund for van replacement had accumulated approximately \$120,000. These funds are accumulated as the County is able to receive 50% reimbursement from the State's Child Care Fund for mileage accrued by transporting juveniles to and from programs when the program is part of the juvenile's treatment plan.

See memo for details.

2d. Circuit Court Family Division – Resolution Authorizing the Purchase of a New Secure Transport Vehicle for the Juvenile Division

This resolution will authorize the purchase of a new 2020 Dodge Caravan and protective screen at a cost not to exceed \$28,000 utilizing the State of Michigan's MiDEAL Extended Purchasing Program. The Circuit Court Juvenile Division uses two vans for securely transporting youth. The primary vehicle is a 2013 Dodge Grand Caravan with over 127,000 miles. The secondary vehicle is a 2007 Dodge Grand Caravan with over 110,000 miles. The latter of the two vehicles is in need of significant mechanical repairs. This resolution will authorize the replacement of the primary secure transport vehicle with a new 2020 Dodge Grand Caravan. The current primary vehicle will replace the 2007 Dodge Grand Caravan and become the secondary vehicle. This will ensure the Juvenile Division has two secure transport vehicles in good working condition.

At the end of 2019, the reserve fund for van replacement had accumulated approximately \$120,000. These funds are accumulated as the County is able to receive 50% reimbursement from the State's Child Care Fund for mileage accrued by transporting juveniles to and from programs when the program is part of the juvenile's treatment plan.

See memo for details.

3a. Prosecuting Attorney's Office – Resolution Authorizing the Ingham County Prosecutor's Office to Obtain Additional LEAP Subscriptions and Fund Initial Added Cost to Ingham County Innovation and Technology Department

This resolution will authorize an increase of \$7,000 to the Innovation and Technology Department's contract with Imagesoft for the purposes of adding multiple law enforcement agencies to the Law Enforcement Agency Portal (LEAP). The Ingham County Prosecutor's Office (ICPO) receives requests for criminal charges from local law enforcement agencies on a daily basis, primarily through submission of paper packets called warrant requests. However, the Ingham County Sheriff's Office and the Michigan State University Police Department both submit warrant requests electronically through LEAP. The LEAP portal is a cloud-based website that allows police departments to scan, upload, and submit warrant packets to ICPO electronically. LEAP is a product of Imagesoft and is now offering multiple additional LEAP subscriptions to the portal. Given the substantial benefits to both ICPO and local police agencies, ICPO is offering to pay the initial increased contract cost in order to add several more agencies to the portal.

Funding for this increase will be transferred from Ingham County Prosecutor's Office contractual services line item to the Innovation and Technology Department's Network Maintenance Fund.

See memo for details.

3b. Prosecuting Attorney's Office – *Resolution to Authorize an Agreement between the Michigan Department of Health and Human Services and the Ingham County Prosecutor's Office under the 2021 STOP Violence Against Women Grant*

This resolution will accept an award from the STOP (Services, Training, Officers, and Prosecutors) Grant program in the amount of \$138,953 for the time period of October 1, 2020 through September 30, 2021. This grant is awarded to county prosecutors to develop and strengthen the criminal justice system's response to violence against women. The STOP grant award is for a total of \$138,953. Funding in the amount of \$104,215 will be used for the salary and benefits for a full time assistant prosecuting attorney for 2021 to work solely on domestic violence cases and intimate partner violence. The remaining \$34,738 is an in kind contribution requirement of the Prosecutor's Office that will be achieved by matching salaries and fringes of supervising attorneys for the project.

See memo for details.

4a. Public Defenders Office – *Resolution to Approve an Agreement with the City of East Lansing for its Local Share Contribution under the County's Michigan Indigent Defense Commission (MIDC) 2020-2021 Compliance Plan*

4b. Public Defenders Office – *Resolution to Approve an Agreement with the City of Lansing for its Local Share Contribution under the County's Michigan Indigent Defense Commission (MIDC) 2020-2021 Compliance Plan*

These resolutions will authorize agreements whereby the Cities of East Lansing and Lansing will pay their 2020-2021 local shares of the MIDC grant to Ingham County.

A grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2020 through September 30, 2021, and the budget was approved for an amount of up to \$6,068,854.75, including a local share of \$920,963.44. The local share will be split among Ingham County (\$882,569.44), the City of Lansing (\$21,963), and the City of East Lansing (\$16,431). The local share payments are increased 2.1% over the initial local share calculation, as required by the Michigan Indigent Defense Act.

See memo for details.

5. Animal Control – *Resolution to Approve the Purchase of Software/Hardware for Ingham County Animal Control and Shelter*

This resolution will approve the purchase of new shelter software from PetPoint, along with associated hardware. The current shelter software (Multi-Ops) is outdated, requires a high level of Information Technology support and no longer meets the needs of the shelter. The current software does not allow for use on devices such as tablets, or remote locations like the Outreach Center or at mobile adoption events or vaccination clinics.

The new software (PetPoint) will correct these issues at an affordable cost. The cost of PetPoint's microchips is roughly half of the cost of our current microchips potentially saving \$8,000 per year. The Ingham County Animal Shelter Fund has agreed to fund the setup and first year's cost, as well as the purchase of new tablets for remote use. The total requested amount is \$11,800.

See memo for details.

6. Law & Courts Committee – Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming for 2021 as Authorized by the Justice Millage

This resolution will approve continuation funding of programs funded by the Justice Millage as follows:

- \$582,505 to Community Mental Health Correctional Assessment and Treatment Services (CATS) for three mental health therapists, one nurse case manager, one full time mental health secretary, and a full time Program Manager.
- \$145,600 to Community Corrections for Community Based Programs including electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change.
- \$77,449 to the Ingham County Health Department Pathways to Care Program for a Community Health Worker and 0.25 FTE of a Program Specialist.
- \$113,400 to the Ingham County Sheriff's Office for Jail Programming, including Break Out, trauma centered yoga, restorative justice, parenting education, seeking safety and inmate initiatives.
- \$161,457 to Circuit Court/Pretrial Services for a Pretrial Services Clerk and a Pretrial Services Investigator.

The total of these requests exceeds the 2021 programming allocation of \$1,043,456 by \$36,955. It is recommended that 2019 unspent programming funds be used to fully fund the total requested amount of \$1,080,411.

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

See memo for details.

7a. Equalization Department – Resolution to Extend for a Period of 12 Months the Contract with Michigan Equalization Services

This resolution will extend the contractual commercial and/or industrial appraisal services for the Ingham County Equalization Equalization/Tax Mapping Department by Michigan Equalization Services for period of 12 months.

7b. Equalization Department – Resolution to Approve the 2020 Ingham County Apportionment Report

This resolution approves the 2020 Ingham County Apportionment Report for presentation at the Finance Committee meeting on October 21, 2020. The Apportionment Report is not complete at this time. The report will be distributed prior to the October 21, 2020 meeting.

See memo for details

8. Michigan Rehabilitation Services – Resolution to Authorize Cooperative Cash Match Agreements with Michigan Rehabilitation Services

This resolution authorizes Ingham County to act as the fiduciary pass-through agency in cash match agreements with Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, and placement supports to individuals with disabilities who are eligible for MRS services. Match funding is provided by Peckham, Inc. These agreements are similar to other agreements the Board of Commissioners has authorized, going back to 2008, whereby Ingham County replaced the Ingham County Department of Human Services in this role, because the prior arrangement came under scrutiny because match dollars may not be federal, and the agreement between two state agencies raised that concern. The agreements will not exceed \$444,444 (\$120,000 local match) and \$95,511 (\$25,788 local match) respectively. The agreements with Michigan Rehabilitation Services will be for the time period of October 1, 2020 through September 30, 2021.

9a. Parks Department - Resolution to Authorize a Purchase Order with Crawford Door Company for Garage Doors for the Maintenance Building at Lake Lansing South

This resolution authorizes a purchase order for new garage doors for the maintenance building at Lake Lansing South. The existing doors are original and over 30 years old. The panels are falling apart as well as all the hardware and rail systems on the inside. The cost will not exceed \$6,992 and funds are available in the Parks Department budget.

9b. Parks Department - Resolution to Authorize Amendments for Trails and Parks Millage Agreements

This resolution authorizes amendments to various agreements for Trails and Parks millage projects to extend the terms of those agreements through December 31, 2021. This is being done because the projects are not yet complete, and there is no financial impact associated with these extensions.

10a. Health Department - Resolution to Authorize Agreement with Daudi & Kroll, P.C.

This resolution authorizes a representation agreement with Daudi & Kroll for legal services on behalf of Ms. Kamar Alnerabieh as the employee and Ingham County as the employer for her PERM Labor Certification with the U.S. Department of Labor (DOL) and I-140 Immigration Petition in an amount not to exceed \$5,000 for a term of October 1, 2020-September 30, 2021.

10b. Health Department - Resolution to Authorize an Agreement with Moore & Moore Etc. Inc.

This resolution authorizes a subcontract with Moore & Moore Etc. Inc. in the amount of \$11,885 for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd and 2227 Holmes Rd, Lansing MI, effective October 15, 2020 through December 31, 2020. Funds are available through a grant from the Reinvestment Fund, which was authorized by the Board of Commissioners in a previous resolution.

10c. Health Department - Resolution to Authorize an Agreement with TL Contracting, Inc.

This resolution authorizes a subcontract with TL Contracting, Inc. in an amount not to exceed \$10,759.06 for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd and 2227 Holmes Rd, Lansing MI, effective October 15, 2020 through December 31, 2020. Funds are available through a grant from the Reinvestment Fund, which was authorized by the Board of Commissioners in a previous resolution.

10d. Health Department - Resolution to Accept Funds from Southeastern Michigan Health Association

This resolution authorizes an agreement with the SEMHA in the amount of \$4,460.00 to continue funding a temporary parent liaison effective October 1, 2020 through September 30, 2021.

10e. Health Department - Resolution to Authorize an Agreement with St. Vincent Catholic Charities

This resolution authorizes a six-month extension of an existing agreement with St. Vincent Catholic Charities (SVCC) to sustain interpreter/translation services and supportive case management effective October 1, 2020 through March 31, 2021. ICHD is requesting a six-month extension of its current contract while it prepares to work with Ingham County's Purchasing Department to issue a Request for Proposals for interpreter/translator services and supportive case management. The term of the agreement shall not exceed \$64,000. ICHD will cover up to \$35,268.50 of services which support clients' services through non-health center/public health programs throughout the Fiscal Year 2020 general fund budget. The remaining cost (\$28,731.50) will be covered through 340B savings as a reinvestment of funds to support enhanced patient care through the CHCs.

11. Purchasing Department – Resolution to Approve the Disposal of County-Owned Property

This is a resolution authorizing a publically advertised auction conducted for disposing of vehicles and items that have been replaced or are no longer needed due to age and/or poor mechanical condition online through GovDeals.

Vehicles/Goods include:

- 2003 Ford F-350 – 237,000 miles
- 2005 GMC Express – 246,047 miles
- 2005 Ford E-250 – unknown miles
- 2006 Chevy Trailblazer – with unknown miles
- 2006 Ford F-350 Super Duty – 152,000 miles
- 2006 Chevy Trailblazer – 94,265 miles
- 2007 Chevy Impala – 114,9623 miles
- 11 Row Boats
- 7 Peddle Boats
- Electric Range
-

See memo for details.

12a. Facilities Department – *Resolution to Authorize an Agreement with Davenport Masonry Inc. for the Hilliard Building Exterior Renovations*

This resolution will authorize entering into an agreement with Davenport Masonry, Inc. for repairs to the deteriorating front terrace at the Hilliard Building. Water is currently leaking through the cracks and infiltrating to the lower level where files are stored. The scope of work includes, but is not limited to, furnishing all labor, materials, equipment and supervision to demolish, haul and dispose of brick masonry, concrete and waterproofing materials, as well as, perform concrete repair, reinforcement, cast-in-place, concrete patching, membrane waterproofing and joint sealing in accordance with drawings and specifications set forth by the consultant.

Six bids were received and Davenport Masonry Inc. who fell within the local preference policy lowered their proposal and matched the lowest responsive and responsible proposal of \$155,000.00 in which they have agreed to hold until the spring of 2021. Funding will come from a transfer from the Mason Courthouse Clock tower project (Public Improvement Fund) line item #245-90212-976000-8F02 of \$111,100.00. The remaining funds of \$55,900.00 are available in the approved 2019 CIP Hilliard Building Terrace project line item #245-90210-976000-9F16 (Public Improvements Fund). Facilities is requesting a contingency of \$12,000.00 for any uncovered conditions. For a grand total not to exceed \$167,000.00.

See memo for details.

12b. Facilities Department – *Resolution to Authorize a Purchase Order Issued to Vidcom Solutions Inc. for a Card Reader, Door Release Button and Handicap Door Openers at the TCOA Office in the Human Services Building.*

This resolution will authorizes the purchase order to Vidcom Solutions, Inc. for a card reader and door release button at the TCOA Office in the Human Services Building to ensure the safety of staff and social distancing guidelines are being followed. To remain ADA compliant, the automatic door operators will also need to be upgraded. Vidcom Solutions Inc., through the federal GSA Contract submitted a proposal for \$7,327.96.

Funds are available within the 2020 CIP line item # 631-23304-976000-20F29, which has a balance of \$5,500.00. TCOA has agreed to reimburse \$2,758.55 of the project. We are also requesting a contingency of \$750 for any unforeseen circumstances.

See memo for details.

13. Road Department – *Resolution to Authorize the Extension of Resolution #19-449 for Single Tungsten Carbide Insert Blades*

Resolution to extend Resolution #19-449 for purchasing single tungsten carbide inserted grader blades supplied and delivered to the ICRD, for a one-year period, beginning from date of the purchase order execution. The Road Department periodically needs to replace the cutting edges on the underbody blade for winter and gravel road maintenance.

Bids from qualified and experienced vendors were received for the purpose of supplying and delivering tungsten insert grader blades to the Road Department. Bids were solicited and evaluated by the Ingham County Purchasing Department per ITB #228-19 and it is their recommendation, with the concurrence of Road Department staff, to extend Resolution #19-449 with the lowest qualified bidders that could meet the specifications of bid proposal request. Chemung Supply Corp. PO Box 527, Elmira, NY 14902 for Tungsten inserted grader blades @ \$148.00 per each grader blade.

See memo for details

14a. Human Resources Department – Resolution to Waive the Public Act 152 Health Care Requirements for 2021

This resolution will exempt the County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2021 as permitted by MCL 15.568. The Public Act 152 of 2011 places limits on public employers' contributions toward their employees' health benefits and requires that the employer cost be no more than 80% of the cost or no more than a certain dollar amount detailed in the law (hard caps). The requirements of the act can be waived with a 2/3 vote of the governing body prior to the beginning of a medical benefit plan coverage year.

Commencing January 1, 2021, the County will continue with the current plan medical benefits and will self-insure a portion of the health insurance cost. As the uncertainty associated with the savings from this makes it very difficult to determine if the County will be in compliance with the hard caps or the 80% requirements, we are recommending the exemption.

See memo for details.

14b. Human Resources Department – Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2021 and Authorizing Letters of Agreement with Bargaining Units

This resolution would accept the recommendation of the Ingham County Health Care Coalition including:

- Premium rates should be calculated with the same methodology as for 2020 premium rates and be established as shown on the calculation sheet (see memo)
- 50% of the net savings from 2019 and 2020 should be used to fund an employer contribution to employee health savings accounts (HSAs) in the amount of \$700 single/\$1,400 2-Person/Full Family coverage (prorated on a quarterly basis for new hires) for employees enrolled in the base health insurance option.
- health insurance waiver rates should remain the same as 2020 rates as follows:
 - Full Family = \$249.66
 - 2-Person = \$222.22
 - Single = \$131.22

See memo for details.

15a. Controller/Administrator - Resolution to Accept Community Development Block Grant Funding through the CARES Act

The Coronavirus Aid, Relief and Economic Security Act (CARES Act), Public Law 116-136, makes available supplemental Community Development Block Grant (CDBG) and Emergency Solutions Grant ESG-CV funding for grants to prevent, prepare for, and respond to Coronavirus (COVID-19). The CDBG grant will provide flexibilities for grantees to expedite the use of grant funds to help address the challenges facing our nation during this historic public health crisis. The Michigan Strategic Fund has invited Counties to accept Community Development Block Grant Program funds to support CDBG CARES Funding.

The proposed list of projects is as follows:

Various COVID-19 Related Expenses	\$190,261.61
Greater Lansing Food Bank Appropriation	\$50,000
Holy Cross Homeless Shelter	\$78,474.98
Meals for Homeless Sheltered in Hotels	\$1,060
Habitat for Humanity Sneeze Shields	\$5,744
CACS Foreclosure Prevention Services	\$110,000
Physical Infrastructure – Equipment to Launder PPE, Plexiglass Dividers	\$20,000
TOTAL	\$455,540.59

15b. Controller/Administrator - Ingham County 2021 General Appropriations Resolution

This resolution is the 2021 Appropriations Resolution, which will adopt the 2021 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget hearing held on September 9, 2020 and incorporating the changes the Finance Committee approved on October 7, 2020.

15c. Controller/Administrator – Resolution to Amend Resolution #20-327 to Remove the Moratorium on County Hiring and the Filling of Vacant Positions Effective November 1, 2020

Resolution #20-327 established a moratorium and hiring freeze through December 31, 2020 due to the financial impacts that Covid-19. At the time 20-327 was approved, there was a great deal of financial uncertainty with the remainder of 2020 and fiscal year 2021. Since that time, Ingham County's fiscal forecast has improved greatly due to the following:

- Corona Relief Local Government Grants (CRLGG) - \$2.3 million received which can be used to fund 2020 General Fund public safety payroll expenses;
- State Revenue Sharing - \$3.1 million restored to 2021 General Fund budget.

This resolution will amend Resolution #20-327 to lift the hiring moratorium and hiring freeze on November 1, 2020. All other terms and conditions of Resolution #20-327 remain in effect.

PRESENTATION/DISCUSSION/OTHER ITEM:

- 14c. Human Resources Department** - *Attorney-Client Privileged Legal Opinion from Corporation Counsel*
Discussion as Permitted by MCL 15.268(h) (Closed Session)

Agenda Item 1

TO: Law & Courts Committee
and Finance Committee

FROM: Undersheriff Andrew R. Bouck

DATE: September 30, 2020

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

This is a resolution requesting the Ingham County Sheriff's Office be allowed to renew a contract with the Michigan Department of Corrections (MDOC) at the sum of \$35.00 per day, per Violator to house up to fifty (50) MDOC Violators for the period of October 1, 2020 to September 30, 2021.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

WHEREAS, the Ingham County Sheriff's Office is requesting the agreement with the Michigan Department of Corrections be renewed for one additional one-year period to rent up to 50 beds as needed at a cost of \$35.00 per day, per bed, effective October 1, 2020 through September 30, 2021, for Michigan Department of Corrections Violators; and

WHEREAS, the revenue to be received from the renting of up to 50 beds, which is anticipated to be \$319,375.00, would be recognized in the 2020-2021 Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the renewal of one additional one-year agreement with the Michigan Department of Corrections to rent up to 50 of the jail beds as needed, at a cost of \$35.00 per day per bed, effective October 1, 2020 through September 30, 2021 for the Michigan Department of Corrections Violators.

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: Law and Courts and Finance Committees

FROM: Scott LeRoy, Deputy Court Administrator
Mary Ferranti, Family Services Director

DATE: 10/6/2020

SUBJECT: Resolution to Accept the Michigan Drug Court Grant Program for the Ingham County Family Recovery Court

For the meeting agendas of October 15 and October 21, 2020

BACKGROUND

The Circuit Court Juvenile Division has successfully applied for grant funds from the State Court Administrator's Office and the Michigan Drug Court Grant Program. These funds are used to provide enhanced services to participants who are petitioned to the Ingham County Circuit Court for child abuse and neglect with their primary barrier being substance use. This grant provides the funding for a Family Recovery Court Program Coordinator as well as a Family Recovery Court Program Assistant. Securing this grant will allow for the continuation of employment for these two positions as well as enhanced treatment, substance use testing, and other incentive programs which will allow for a better outcome for the participants and their families.

ALTERNATIVES

This programming allows for at least a 50% higher rate of success for this high-risk population and their families.

FINANCIAL IMPACT

The Juvenile Division does not have a budget for these positions or enhanced services. The grant funds awarded in the amount of \$121,000.00 provide for the continuation of two positions as well as enhanced treatment services.

STRATEGIC PLANNING IMPACT

Acceptance and continuation of grant funds enhances the strategic plan by supporting public safety. Family Recovery Court provides increased supervision of the families involved.

OTHER CONSIDERATIONS

None

RECOMMENDATION

That the resolution be authorized.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE MICHIGAN DRUG COURT GRANT PROGRAM
FOR THE INGHAM COUNTY FAMILY RECOVERY COURT**

WHEREAS, on September 30, 2020, the Michigan Supreme Court, State Court Administrator's Office awarded the 30th Judicial Circuit Court-Family Recovery Court \$121,000 through the Michigan Drug Court Grant Program (MDCGP) for Fiscal Year 2021 (October 2020 through September 2021); and

WHEREAS, the Family Recovery Court handles cases involving parents of children petitioned to the Court for abuse and neglect and the parent's primary barrier is substance use; and

WHEREAS, the barriers affected with this grant will include supervision, transportation, rewards and incentives, assessments and treatment, emotional regulation, substance use testing, cognitive behavioral therapy, relapse prevention intervention, substance abuse services, peer recovery coaches, and education and employment assistance; and

WHEREAS, the grant award includes maintaining funding of a ¾ time Family Recovery Court Coordinator (FRC) to complete screenings and intake of new participants, implement program processes, and coordinate services; and

WHEREAS, the Family Recovery Court Coordinator position has been determined by the Ingham County's Human Resource Department to be a ¾ time position with benefits and is a member of the OPEIU and funded for the duration of the grant ending September 30, 2021; and

WHEREAS, the grant award includes maintaining funding for a Special Part-Time Program Assistant to provide supervision, random substance use testing, and assisting in delivering incentives and certificates; and

WHEREAS, this is a decrease in one Special Part-Time Program Assistant position due to a decrease in the FY 2021 SCAO MDCGP award; and

WHEREAS, the Family Recovery Court Program Assistant position has been determined by Ingham County's Human Resource Department to be a Special Part-Time position without benefits at a UAW B pay grade and will be funded for the duration of the grant ending September 30, 2021; and

WHEREAS, there are several service providers who work in collaboration with the Family Recovery Court team to provide for the families who have been effected by substance use disorders; and

WHEREAS, the acceptance of this award is recommended to the Ingham County Board of Commissioners in order to enhance the work of the Family Recovery Court.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes accepting a grant award from the Michigan Drug Court Grant Program to the Ingham County Circuit Court's Family Recovery Court for the sum of \$121,000.00 which includes continued employment of a ¾ FRC Coordinator that would be part of the OPEIU, with benefits, and continued employment of grant funded Special

Part-Time FRC Program Assistant position, at a UAW B pay grade, without benefits, for the period of October 1, 2020 through September 30, 2021.

BE IT FURTHER RESOLVED, that a grant subcontract with Mid-Michigan Recovery Services (MMRS) is authorized to provide substance abuse assessments, cognitive behavioral therapy and groups, Trauma Recovery groups, individual sessions, peer recovery coach encounters, and clinical staff at team meetings; total costs are not to exceed \$9,000.00 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with House Arrest Services (HAS), is authorized to provide substance use monitoring; total costs are not to exceed \$7,679.75 for the duration of this grant period.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2020 and 2021 Circuit Court Family Division budget and Position Allocation List.

BE IT 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: Law and Courts and Finance Committees
FROM: Scott LeRoy, Deputy Court Administrator
DATE: 09/29/2020
SUBJECT: Resolution Authorizing to a Three-Year Contract with Various Residential Placements
For the meeting agendas of October 15 and October 21, 2020

BACKGROUND

The Juvenile Division, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility.

For the past 6 years, the Juvenile Division has continued a downward trajectory of youth requiring placement in residential treatment facilities. This has been achieved by working with youth and families in the community, and utilizing innovative and evidence-based practices. Although the Juvenile Division has worked extremely hard to keep youth from entering treatment facilities, at times, these services are required to protect the community.

Entering into three-year contracts with various residential treatment facilities allows the Juvenile Division to forecast costs. The Juvenile Division has thoroughly examined and investigated all treatment facilities on the list attached to this memo.

ALTERNATIVES

The Juvenile Division place youth in residential treatment facilities without a contract.

FINANCIAL IMPACT

The Juvenile Division has a line item allocated to cover the cost of residential placements. For the past three years, the Juvenile Division has underspent this line item due to the ongoing efforts of treating youth in the community by using innovative and evidence-based practices.

STRATEGIC PLANNING IMPACT

Provide appropriate evidence-based treatment and sanctions for at-risk youth and juveniles.

OTHER CONSIDERATIONS

None

RECOMMENDATION

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A THREE-YEAR CONTRACT WITH
VARIOUS RESIDENTIAL PLACEMENTS**

WHEREAS, the Ingham County Circuit Court Juvenile Division, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility; and

WHEREAS, the Ingham County Circuit Court Juvenile Division would like to enter into three-year contracts with various residential treatment facilities for the purpose of providing treatment intervention to adjudicated delinquent youth; and

WHEREAS, entering into three-year contracts allow for the County to better forecast residential costs for the coming budget years; and

WHEREAS, the Ingham County Circuit Court Juvenile Division conducts ongoing examination of the treatment facilities to ensure services are being delivered appropriately and effectively; and

WHEREAS, a list of residential placement facilities and per diem's can be found attached to this resolution

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with the attached list of residential treatment facilities for the care and treatment services of Court adjudicated youth not to exceed the per diems listed in the same attachment for the time period of October 1, 2020 through September 30, 2023.

BE IT FURTHER RESOLVED, that the funds for these placements will come from the Family Division's Private Institution line item within the Child Care Fund.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

Ingham County Circuit Court – Juvenile Division
Residential Placements

PLACEMENT NAME	PER DIEM RATES
Abraxas Academy	Range from \$477.10 to \$499.97
Abraxas 1	Range from \$387.92 to \$473.78
Boys Town	Range from \$142.00 to \$592.00
Highfields	\$230.00 not to exceed state rate
Ottawa County-Lighthouse	Range from \$175.00 to \$195.00
Sequel/Mingus	\$265.00
Sequel/Mountain Home	\$330.00
Sequel/Normative	\$250.00
Sequel/Woodward	Range from \$220.00 to \$275.00
Wolverine	Range not to exceed \$329.86

TO: Law and Courts and Finance Committees
FROM: Scott LeRoy, Deputy Court Administrator
DATE: 09/29/2020
SUBJECT: Resolution Authorizing the Purchase of a New Vehicle for use at the Ingham County Family Center
For the meeting agendas of October 15 and October 21, 2020

BACKGROUND

The Ingham County Family Center has a fleet of vans used to transport students to and from the Ingham Academy and Pride evening reporting program. All vehicles are in a lease agreement with Highfields, Inc. The attached resolution requests authorization to purchase a new vehicle to replace a 2011 Dodge Grand Caravan that has over 160,000 miles. This particular vehicle has been pulled out of rotation due to chronic mechanical issues.

The Family Center has historically purchased six passenger Dodge Grand Caravans; however, recently started replacing these vehicles with 10 passenger Ford Transits XLT Passenger Wagons. This method allows the Family Center to use fewer vans to pick up students. This equates to significant capital and operational savings related to transportation.

ALTERNATIVES

If the resolution is not approved, the Family Center would not be able to transport all students to and from programming.

FINANCIAL IMPACT

The Juvenile Division's budget includes a line item for van replacement. Funds deposited in this reserve come from the Child Care Fund's reimbursement for usage of each van, transporting youth to and from community programs. The 2019 year-end fund balance for this account was roughly \$119,939.12.

STRATEGIC PLANNING IMPACT

Provide appropriate evidence-based treatment and sanctions for at-risk youth and juveniles. The Ingham Academy and Pride evening reporting program utilized evidence based treatment.

OTHER CONSIDERATIONS

None

RECOMMENDATION

That the resolution be authorized and the new van be purchased.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE FUNDS TO PURCHASE A NEW TRANSPORT VEHICLE
FOR THE INGHAM COUNTY FAMILY CENTER**

WHEREAS, the Juvenile Division has a fleet of vehicles used to transport juveniles to and from the Ingham Academy as well as the Pride evening reporting program; and

WHEREAS, all vans are in a lease agreement with Highfields Inc.; and

WHEREAS, one of the vehicles is a 2011 Dodge Grand Caravan with over 160,000 miles; and

WHEREAS, the Juvenile Division is requesting authorization to replace the 2011 Dodge Grand Caravan as it has chronic mechanical issues; and

WHEREAS, the Juvenile Division's budget includes a line item for van replacement; and

WHEREAS, the funds deposited in this reserve come from the Child Care Fund's reimbursement for usage of each van, transporting youth to and from community programs; and

WHEREAS, the 2019 year end fund balance for this account was roughly \$119,939.12; and

WHEREAS, a request is made to purchase a new 2020 Ford Transit XLT Passenger Wagon at a cost not to exceed \$35,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of a new 2020 Ford Transit XLT Passenger Wagon at a cost not to exceed \$35,000 utilizing the State of Michigan's MiDEAL Extended Purchasing Program Contract #071B7700180.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary budget transfers from the van replacement reserve in the 2020 Juvenile Division budget.

TO: Law and Courts and Finance Committees
FROM: Scott LeRoy, Deputy Court Administrator
DATE: 09/29/2020
SUBJECT: Resolution Authorizing the Purchase of a New Secure Transport Vehicle for the Juvenile Division
For the meeting agendas of October 15 and October 21, 2020

BACKGROUND

The Circuit Court Juvenile Division uses two vans with retrofitted protective screens for purposes of securely transporting youth. These vehicles are used to transport court involved youth all over the State of Michigan, and at times, the Great Lakes Region. The primary vehicle, parked at the Grady Porter Building, is a 2013 Dodge Grand Caravan with over 127,000 miles. The secondary vehicle, parked at the Youth Center, is a 2007 Dodge Grand Caravan with over 110,000 miles. The latter of the two vehicles is in need of significant mechanical repairs. The attached resolution requests authorization to replace the primary secure transport vehicle with a new 2020 Dodge Grand Caravan. This current primary vehicle will be moved to the Youth Center where it will replace the 2007 Dodge Grand Caravan. This will ensure the Juvenile Division has two secure transport vehicles in good working condition.

ALTERNATIVES

Both transport vehicles are important for the safety and security of staff, youth and the public.

FINANCIAL IMPACT

The Juvenile Division's budget includes a line item for van replacement. Funds deposited in this reserve come from the Child Care Fund's reimbursement for usage of each van. The 2019 year-end fund balance for this account was roughly \$119,939.12.

STRATEGIC PLANNING IMPACT

Purchasing a new transport vehicle enhances the strategic plan by supporting public safety. It is important for staff, youth and the public to have a secure transport vehicle in good working condition.

OTHER CONSIDERATIONS

None

RECOMMENDATION

That the resolution be authorized and the new van be purchased.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF A NEW SECURE TRANSPORT VEHICLE
FOR THE JUVENILE DIVISION**

WHEREAS, the Juvenile Division uses two secure transport vehicle retrofitted with a protective screens to transport court involved youth; and

WHEREAS, one of the vehicles is a 2007 Dodge Grand Caravan with over 110,000 miles and is in need of significant mechanical repairs; and

WHEREAS, the Juvenile Division's budget includes a line item for van replacement;

WHEREAS, the funds deposited in this reserve come from the Child Care Fund's reimbursement for usage of each van; and

WHEREAS, the 2019 year end fund balance for this account was roughly \$119,939.12; and

WHEREAS, the Juvenile Division is requesting authorization to replace the 2007 Dodge Grand Caravan with the purchase a new 2020 Dodge Grand Caravan and protective screen at a cost not to exceed \$28,000.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of a new 2020 Dodge Grand Caravan and protective screen at a cost not to exceed \$28,000.00 utilizing the State of Michigan's MiDEAL Extended Purchasing Program Contract #071B7700183.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary budget transfers from the van replacement reserve in the 2020 Juvenile Division budget.

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: October 5, 2020

SUBJECT: Resolution Authorizing the Ingham County Prosecutor's Office to Obtain LEAP 2.0 Subscriptions for Local Law Enforcement Agencies and to Fund Initial Subscription Costs for the Ingham County Innovation and Technologies Department

BACKGROUND

The Ingham County Prosecutor's Office (ICPO) receives requests for criminal charges from local law enforcement agencies on a daily basis. The majority of these requests are made through the submission of a paper packet call a warrant request. However, the Ingham County Sherriff's Office and the Michigan State University Police Department both submit warrant requests electronically through the Law Enforcement Agency Portal (LEAP). The portal is a cloud-based website that allows police departments to scan, upload, and submit warrant packets to our office electronically. LEAP is a product of Imagesoft. The county already has multiple contracts with Imagesoft for various document management systems. Recently, our office learned that Imagesoft is now offering multiple additional LEAP subscriptions to the portal. The cost to add new agencies is a \$7,000 increase to the current contract with Imagesoft and the Ingham County Innovation and Technology Department (IT). Given the substantial benefits to both our office and local police agencies, ICPO is offering to pay the initial increased contract cost in order to add several more agencies to the portal. Ingham County Chief Information Officer Deb Fett is in agreement with this proposed resolution.

ALTERNATIVES

Maintaining the current submission method, which requires officers to hand deliver warrant requests on a daily basis to our office.

FINANCIAL IMPACT

IT obtained a quote from Imagesoft for the additional cost on September 15, 2020. The relevant portion is listed below (see attachment A for the entire quote):

IS-IJLA-LEAP	TrueFiling for Law Enforcement One Year Sub Large Agency	2		12/31/2021	\$3,500.00	\$7,000.00
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ICPO would agree to the transfer of the required amount from a controllable ICPO budget line to the IT-Network Imaging Maintenance Fund to cover the additional expense.

OTHER CONSIDERATIONS

ICPO, local law enforcement, and the district courts are collaboratively working toward a paperless criminal arraignment system. The goal is to reduce the amount of law enforcement personnel hours needed for arraignments, streamline the exchange of paperwork between all three entities, and lessen the amount of time a defendant spends in custody before seeing a judge or magistrate. Expansion of the electronic warrant submission process would be a substantial step toward that goal.

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 THE INGHAM COUNTY PROSECUTOR'S OFFICE TO
OBTAIN ADDITIONAL LEAP SUBSCRIPTIONS AND FUND INITIAL ADDED COST TO
INGHAM COUNTY INNOVATION AND TECHNOLOGY DEPARTMENT**

WHEREAS, the Ingham County Prosecutors' Office (ICPO) currently receives requests for criminal charges or warrants from local law enforcement agencies on a daily basis and, the majority of these requests are made through the physical submission of a paper packet of documents called a warrant request; and

WHEREAS, the Ingham County Sheriff's Office (ICSO) and the Michigan State University Police Department (MSUPD) both make warrant request submissions electronically through the Law Enforcement Agency Portal (LEAP); and

WHEREAS, the Ingham County Innovation and Technology Department (IT) currently maintains a contract with Imagesoft for various document management platforms including LEAP; and

WHEREAS, Imagesoft now offers the option of adding multiple additional law enforcement subscribers to the LEAP portal for an additional cost of \$7,000; and

WHEREAS, the ICPO desires to add more law enforcement agencies to the LEAP portal in order to reduce the overall costs and staff hours needed by law enforcement, the area district courts, and ICPO to process criminal arraignments; and

WHEREAS, ICPO has agreed to transfer \$7,000 from a controllable ICPO line item to the IT Network Maintenance Fund for the initial cost to add multiple subscriptions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the \$7,000 increase to the Innovation and Technology Department's contract with Imagesoft for the purposes of adding multiple law enforcement agencies to the LEAP portal.

BE IT FURTHER RESOLVED, that the additional \$7,000 will be transferred from Ingham County Prosecutor's Office line item number 101 22910 818000 to the Innovation and Technology Department's Network Maintenance Fund.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the 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 from by the County Attorney.

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: September 30, 2020

SUBJECT: Resolution to Authorize an Agreement between the Michigan Department of Health and Human Services and the Ingham County Prosecutor's Office under the 2021 STOP Violence Against Women Grant

BACKGROUND

The Michigan Department of Health and Human Services (MDHHS) has awarded the Ingham County Prosecutor's Office (ICPO) a grant for up to \$104,215 under the STOP Violence Against Women Act of 1994. This the second year that ICPO has received the grant. The STOP (Services, Training, Officers, and Prosecutors) Grant is awarded to county prosecutors to develop and strengthen the criminal justice system's response to violence against women. This particular grant is for a focused, coordinated, and multidisciplinary approach to holding domestic violence offenders accountable. To that end, ICPO has collaborated with the Lansing Police Department (LPD) and the 54-A District Court to accomplish the goals of this grant. The 54-A District Court uses the award to fund a domestic violence specialty court. LPD uses the award to fund a domestic violence detective. Under this grant, ICPO currently employs a full time assistant prosecuting attorney assigned solely to the prosecution of domestic violence and intimate partner violence.

ALTERNATIVES

None

FINANCIAL IMPACT

The STOP grant award is for a total of \$138,953. However, actual funding is for \$104,215 for the salary and benefits for full time assistant prosecuting attorney for 2021 to work solely on domestic violence cases and intimate partner violence. There is an "in kind" contribution requirement of ICPO for \$34,738 that will be accomplished by matching salaries and fringes of supervising attorneys for the project. Hence, the total value of the agreement is \$138,953. There is no monetary contribution required of the county.

OTHER CONSIDERATIONS

The grant requires meaningful coordination and collaboration with other criminal justice agencies. To accomplish this goal, the 54-A District Court, LPD, and ICPO have engaged in a "focused deterrence" approach for domestic violence offenders in the city of Lansing. Focused deterrence aims to deter acts of intimate partner violence by imposing specific sanctions for engaging in criminal acts and specific benefits for not offending.

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 AN AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES AND THE INGHAM COUNTY PROSECUTOR'S OFFICE UNDER THE 2021 STOP VIOLENCE AGAINST WOMEN GRANT

WHEREAS, the Ingham County Prosecutor's Office (ICPO) has been approved to receive grant funds up to an amount of \$104,215 from the STOP Violence Against Women Grant program administered by the Michigan Department of Health and Human Services (MDHHS) for the period of October 1, 2020 through September 30, 2021; and

WHEREAS, the primary goal of the STOP Grant is to develop and strengthen the criminal justice system's response to violence against women and to enhance victim services; and

WHEREAS, the total grant award of \$138,953 will be broken down as follows: \$104,215 of the grant award will fund the salary and fringe benefits for a full time assistant prosecuting attorney dedicated to the prosecution of domestic violence and intimate partner violence; there is a \$34,738 in kind contribution requirement of ICPO which will be fulfilled by matching salary and fringe benefits from supervising attorneys for the grant; and

WHEREAS, in achieving the goals and objectives of the grant program the ICPO will work in collaboration with the 54-A District Court for the city of Lansing, and the Lansing Police Department, both of whom also received grant awards under this program, to utilize a focused deterrence approach to the issue of domestic violence and intimate partner violence within the city of Lansing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners has accepted \$138,953 awarded by the STOP Grant program which begins on October 1, 2020 and ends on September 30, 2021.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2021 budget and position allocation lists consistent with this resolution.

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

Agenda Item 4a and 4b

TO: Law & Courts and Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: October 5, 2020

SUBJECT: Resolutions to Approve Agreements with the City of East Lansing and the City of Lansing for their Local Share Contributions under the County's Michigan Indigent Defense Commission (MIDC) 2020-2021 Compliance Plan

For the meeting agendas of October 15 and 21

BACKGROUND

The Michigan Indigent Defense Commission (MIDC) approved Ingham County's 2020-2021 Compliance Plan and Cost Analysis, which continues the Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court.

A grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2020 through September 30, 2021, and the budget was approved for an amount of up to \$6,068,854.75, including a local share of \$920,963.44. The local share will be split among Ingham County (\$882,569.44), the City of Lansing (\$21,963), and the City of East Lansing (\$16,431).

The Michigan Indigent Defense Act (Public Act 93 of 2013) defines local share as, "an indigent criminal defense system's average annual expenditure for indigent criminal defense services in the 3 fiscal years immediately preceding the creation of the MIDC under this act, excluding money reimbursed to the system by individuals determined to be partially indigent." Beginning on November 1, 2018, if the Consumer Price Index has increased since November 1 of the prior state fiscal year, the local share must be adjusted by that number or by 3%, whichever is less. The consumer price index since November 1 of the prior state fiscal year has increased 2.1%, so the local share is increased by that amount for the 2020-2021 grant year.

FINANCIAL IMPACT

These resolutions would authorize agreements for the Cities of East Lansing and Lansing to pay their 2020-2021 local share of the MIDC grant to Ingham County for amounts of \$16,431 and \$21,963, respectively. These payments will cover the time period of October 1, 2020 through September 30, 2021 and are to be billed and paid in one payment.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of assuring fair and efficient judicial processing, specifically section A 2. (c) of the Action Plan – Develop an indigent defense services plan following guidelines issued by the State through the Michigan Indigent Defense Commission (MIDC).

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN AGREEMENT WITH THE CITY OF EAST LANSING
FOR ITS LOCAL SHARE CONTRIBUTION UNDER THE COUNTY'S
MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC) 2020-2021 COMPLIANCE PLAN**

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County's 2020-2021 Compliance Plan, which continues funding of a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

WHEREAS, the Michigan Indigent Defense Act (Public Act 93 of 2013) defines local share as, "an indigent criminal defense system's average annual expenditure for indigent criminal defense services in the 3 fiscal years immediately preceding the creation of the MIDC under this act, excluding money reimbursed to the system by individuals determined to be partially indigent"; and

WHEREAS, beginning on November 1, 2018, if the Consumer Price Index has increased since November 1 of the prior state fiscal year, the local share must be adjusted by that number or by 3%, whichever is less; and

WHEREAS, the consumer price index since November 1 of the prior state fiscal year has increased 2.1%; and

WHEREAS, a grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2020 through September 30, 2021, and the budget was approved for an amount of up to \$6,068,854.75, including a local share of \$920,963.44; and

WHEREAS, the City of East Lansing's portion of the local share for the 2020/2021 grant year is \$16,431; and

WHEREAS, the City of East Lansing and Ingham County wish to enter into an agreement whereby the City pays its local share of the grant to the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement whereby the City of East Lansing will pay its 2020-2021 local share of the MIDC grant to Ingham County for an amount of \$16,431, covering the time period of October 1, 2020 through September 30, 2021, to be paid in one payment.

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.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN AGREEMENT WITH THE CITY OF LANSING
FOR ITS LOCAL SHARE CONTRIBUTION UNDER THE COUNTY'S
MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC) 2020-2021 COMPLIANCE PLAN**

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County's 2020-2021 Compliance Plan, which continues funding of a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

WHEREAS, the Michigan Indigent Defense Act (Public Act 93 of 2013) defines local share as, "an indigent criminal defense system's average annual expenditure for indigent criminal defense services in the 3 fiscal years immediately preceding the creation of the MIDC under this act, excluding money reimbursed to the system by individuals determined to be partially indigent"; and

WHEREAS, beginning on November 1, 2018, if the Consumer Price Index has increased since November 1 of the prior state fiscal year, the local share must be adjusted by that number or by 3%, whichever is less; and

WHEREAS, the consumer price index since November 1 of the prior state fiscal year has increased 2.1%; and

WHEREAS, a grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2020 through September 30, 2021, and the budget was approved for an amount of up to \$6,068,854.75, including a local share of \$920,963.44; and

WHEREAS, the City of Lansing's portion of the local share for the 2020/2021 grant year is \$21,963; and

WHEREAS, the City of Lansing and Ingham County wish to enter into an agreement whereby the City pays its local share of the grant to the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement whereby the City of Lansing will pay its 2020-2021 local share of the MIDC grant to Ingham County for an amount of \$21,963, covering the time period of October 1, 2020 through September 30, 2021, to be paid in one payment.

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 Finance and Law & Courts Committees
FROM: Heidi Williams, Director, Ingham County Animal Control & Shelter
DATE: October 8, 2020
SUBJECT: Shelter software

For the meeting agendas of October 15, 19 and 21, 2020

BACKGROUND

ICACS has been utilizing shelter software called Multi-Ops for the last ten years. The software is outdated, requires a high level of Information Technology support and no longer meets the needs of the shelter. The vendor is an owner/operator, single entity who operates out of Hawaii, thus is not readily available to us when needed. Any change to software forms is billed per item, as are any changes or customizations to the software. Additionally, the software does not allow for use on devices such as tablets, or remote locations like the Outreach Center or at mobile adoption events or vaccination clinics. The current microchips we use are approximately \$10 per chip. For these reasons, I am requesting to purchase software from a vendor called PetPoint that will fix all of these issues at an affordable cost to the county. The cost of PetPoint's microchips is roughly half of the cost of our current microchips potentially saving us \$8000.00 per year. The Ingham County Animal Shelter Fund has agreed to fund the setup, first year's cost as well as the purchase of new tablets for remote use. The total requested amount is \$11,800.00.

ALTERNATIVES

If we continue with MultiOps, we will continue to pay fees to make necessary changes to forms, we will have challenges getting in touch with the vendor and accurate and timely record keeping will continue to be an issue for the shelter staff. We will continue to pay more for our microchips.

FINANCIAL IMPACT

The Ingham County Animal Shelter Fund has agreed to fund the purchase of the first year's software, the setup of the new system and the cost of any tablets needed. After this initial investment, the cost to the county is \$2500.00 per year on an annual basis. The cost savings for microchips is approximately \$8000.00 per year.

STRATEGIC PLANNING IMPACT

This resolution supports the Ingham County Strategic Plan by providing quality and efficient services to all while practicing fiscal responsibility.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the purchase of PetPoint software for the Ingham County Animal Control & Shelter.

Agenda Item 5

TO: Heidi Williams, Animal Control Director

FROM: James Hudgins, Director of Purchasing

DATE: October 5, 2020

RE: Memorandum of Performance for Packet # 145-20 Records Management System for the Animal Control Shelter

The Purchasing Department can confirm that three (3) written proposals were sought and received from vendors for the purpose of providing a new animal control shelter records management system for the Ingham County Animal Control Shelter. The system contains modules for law enforcement case management, medical, foster placement and tracking, behavior assessments, community outreach, and adoptions.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	3	0
Vendors responding	3	0

Summary of the vendors' costs:

Company Name	Local Preference	1st Year Setup/Recurring Costs
Pet Point	No, Rolling Meadows, IL	\$4,000 / \$2,500
Shelter Luv	No, Menlo Park, CA	\$5,000 / \$5,000
Shelter Pro Software	No, Buena Vista, CO	\$18,995 / \$15,100

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 Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF SOFTWARE/HARDWARE FOR
INGHAM COUNTY ANIMAL CONTROL AND SHELTER**

WHEREAS, the Ingham County Animal Control and Shelter (ICACS) is in need of new shelter management software; and

WHEREAS, the current software system, Multi Ops, is outdated, does not meet the needs of the ICACS and requires a high level of Information Technology support; and

WHEREAS, ICACS seeks to purchase a new software system called PetPoint on an annual contract basis in the amount of \$2,500.00; and

WHEREAS, the addition of this software would allow easier access remotely (web-based program) and the purchase of tablets will allow staff to utilize the software as they are making their rounds, updating information immediately, thus facilitating better record keeping; and

WHEREAS, the microchips that this software utilizes are roughly half the cost of our current microchips saving the shelter approximately \$8,000.00 per year, which will help fund this software in subsequent years; and

WHEREAS, PetPoint also provides a public facing online dog license service that could be utilized in the future; and

WHEREAS, the Ingham County Animal Shelter Fund has agreed to pay for the first year's fees, set up and the hardware needed not to exceed \$11,800.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of this software from PetPoint, along with necessary hardware with the Shelter Fund donation not to exceed \$11,800.00.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget transfers authorized by this resolution.

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

TO: Board of Commissioners Law & Courts, Human Services and Finance Committees
FROM: Teri Morton, Deputy Controller
DATE: October 8, 2020
SUBJECT: Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming for 2021 as Authorized by the Justice Millage
For the meeting agendas of October 15 and 21

BACKGROUND

On August 7, 2018, Ingham County voters approved the Justice Millage. In addition to providing funding for a new Justice Complex, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons.”

In 2019, \$1 million was allocated for this purpose, and in 2020, the amount was adjusted for inflation, and \$1,024,000 was allocated.

At the July 16 Law and Courts Committee meeting, the Committee directed that 2020 programs be continued in 2021, and the 2021 allocation was set at \$1,043,456.

ALTERNATIVES

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

FINANCIAL IMPACT

The cost to continue of current programs will total \$1,080,411, with all costs to be paid from proceeds of the Justice Millage.

The 2021 costs are as follows:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$582,505 to fund three full time mental health therapists to provide mental health therapy and case management services and to coordinate care and increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services. Also funded is a full time Program Manager to assist in the direct management of Jail Re-entry; inclusion in the Ingham County Health Department Medication Assisted Treatment initiative; and to manage Jail Diversion activities, both of which include community liaison and development of the services necessary for re-entry purposes. (ATTACHMENTS #1a and #1b)
- Community Based Programs: \$145,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change. The 2021 request for electronic monitoring is increased by \$50,000, from \$20,000 to \$70,000, in order to account for all non-grant funded electronic monitoring in one account. In previous years, the general fund has allocated \$50,000 to Community Corrections for this purpose. (ATTACHMENT #2)

- Ingham County Health Department Pathways to Care Program: \$77,449 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid use. Specifically, this funds a Community Health Worker and 0.25 FTE of a Program Specialist.
- Ingham County Sheriff's Office/Jail Programming: \$113,400 to fund inmate initiatives, seeking safety, break out, trauma centered yoga, restorative justice, and parenting. (ATTACHMENT #3)
- Circuit Court/Pretrial Services: \$161,457 to fund a Pretrial Services Clerk and a Pretrial Services Investigator. (ATTACHMENTS #4a and #4b)

The cost of continuing current programs is \$1,080,411. This is \$36,955 in excess of the allocated amount. Unspent and unallocated funds from 2019 in the amount of \$302,538 remain in the Justice Millage fund. A budget surplus is also expected in 2020, due to a reduction in some services as a result of the pandemic. These unspent funds can be used to fully fund the current requests.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

A future Law and Courts committee agenda will include a discussion item to contemplate future millage allocations for programming. The bond for the Justice Complex construction has recent been sold at a very favorable interest rate (1.8%). Since the millage was calculated at a conservative rate of 3.75%, the millage fund is now projected to accumulate a significant fund balance. Based on this, the Board of Commissioners may want to decrease the millage levy and/or increase the programming allocation. When making that decision, the Board may also want to consider maintaining some amount of excess funds for construction contingency and future repairs and maintenance on the Justice Complex.

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

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE POSITIONS, CONTRACTS AND OTHER EXPENSES
TO INCREASE TREATMENT PROGRAMMING FOR 2021 AS AUTHORIZED
BY THE JUSTICE MILLAGE**

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

WHEREAS, in addition to providing funding for a new Justice Complex, the millage language authorized funding for “programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons”; and

WHEREAS, the 2021 budget allocates \$1,043,456 in programming funding from the Justice Millage; and

WHEREAS, a surplus of \$302,538 remains in unspent funds from the 2019 programming allocation; and

WHEREAS, the Law and Courts Committee directed that current programs be continued for 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a 2021 budget of up to \$1,080,411 from the Justice Millage to continue the following treatment programs:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$582,505 to fund three full time mental health therapists to provide mental health therapy and case management services and to coordinate care and increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services. Also funded is a full time Program Manager to assist in the direct management of Jail Re-entry; inclusion in the Ingham County Health Department Medication Assisted Treatment initiative; and to manage Jail Diversion activities, both of which include community liaison and development of the services necessary for re-entry purposes.
- Community Based Programs: \$145,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change.
- Ingham County Health Department Pathways to Care Program: \$77,449 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid use.
- Ingham County Sheriff’s Office/Jail Programming: \$113,400 to fund inmate initiatives, seeking safety, break out, trauma centered yoga, restorative justice, and parenting.
- Circuit Court/Pretrial Services: \$161,457 to fund a Pretrial Services Clerk and a Pretrial Services Investigator.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$582,505 with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for services as described in Attachment #1b for the period of January 1, 2021 through December 31, 2021.

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

BE IT FURTHER RESOLVED, that the \$36,955 excess over the 2021 allocation of \$1,043,456 will be funded from the 2019 programming remaining balance in the Justice Millage Fund.

BE IT FURTHER RESOLVED, that staff will provide reports in July 2021 providing information about achievements and effectiveness.

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

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

Community Mental Health Millage Report June 2019 – June 2020 Correctional Assessment & Treatment Services (CATS) Justice Behavioral Health (JBH)

Currently approximately 45% of the jail's population is being served by general CATS programming, of that **21% are receiving direct behavioral health services with JBH staff**. From June 2019 to June 2020, **JBH has independently served 345 unique clients**.

- Upon the hiring process, JBH was fully staff with three mental health therapists (MHT), one nurse care manager (NCM) and one secretary from May 2019 through December 2019. JBH did have a three month staffing gap for one of the therapist positions which has been filled however, new hire training has been limited due to the COVID-19 pandemic.
 - JBH MHT provides weekly therapy both in individual and group modalities. Overall, **JBH has provided 1,347 individual therapy sessions**. JBH considers individuals under the 18 years of age as a high priority population so they are served as soon as possible. **JBH has provided 138 services to this specific population over the last year**.
 - JBH MHT has been facilitating routine weekly Anger Management Groups, Coping Skills group and Dialectical Behavioral Groups until Mid-March 2020 (COVID -19 pandemic has prevented all current group work). The majority of these groups are on weekends and during evening hours which allows clients to attend more daytime programming. In the future there are plans to add a Co-Occurring Group to address substance use issues as well. **JBH has provided 2,623 group encounters**.
 - JBH NCM continues to play a vital role in integrated healthcare between the ICHD/Jail Medical and behavioral health needs. The NCM also serves as a liaison for the MSU Psychiatric Residency Program at the jail. The NCM creates transitional healthcare plans by linking clients with community providers upon release. **JBH has had over 200 direct care contacts**.
 - JBH secretary continues to provide clerical support and processes all of the needed paperwork for the program.

PROGRAM BUDGET - COST DETAIL SCHEDULE

ATTACHMENT #1b

Use **WHOLE DOLLARS Only**

PROGRAM		BUDGET PERIOD		DATE PREPARED
CATS Jails Mileage		From:	To:	10/8/2020
		1/1/2021	12/31/2021	
CONTRACTOR NAME		BUDGET AGREEMENT		AMENDMENT #
CMHA of Clinton-Eaton-Ingham Counties		<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> AMENDMENT		
				GRANT COVERED COST
1. SALARY & WAGES:				
POSITION DESCRIPTION		COMMENTS	POSITIONS REQUIRED	TOTAL SALARY
MENTAL HLTH THERAPIST -5516 -step 2	26105-6046-9	\$ 46,873	1,000	\$ 46,873
MENTAL HLTH THERAPIST -1728 - step 3	26105-6046-8	\$ 48,971	1,000	\$ 48,971
MENTAL HLTH THERAPIST-5480 - step 3	26105-6046-7	\$ 48,971	1,000	\$ 48,971
NURSE CARE MANAGER-5144 Step 7	26105-6059-1	\$ 68,575	1,000	\$ 68,575
SECRETARY-3889 -Step 6	26105-4062-2	\$ 41,658	1,000	\$ 41,658
COORDINATOR 2A -4325 step 7	26105-3015-2	\$ 74,598	1,000	\$ 74,598
		1. TOTAL SALARY & WAGES:	6,000	\$ 329,646
2. FRINGE BENEFITS: (Specify)				
<input checked="" type="checkbox"/> FICA		<input checked="" type="checkbox"/> LIFE INS	<input checked="" type="checkbox"/> DENTAL INS	Composite Rate %
<input checked="" type="checkbox"/> UNEMPLOY INS		<input checked="" type="checkbox"/> VISION	<input checked="" type="checkbox"/> WORK COMP	44.00%
<input checked="" type="checkbox"/> RETIREMENT		<input checked="" type="checkbox"/> HEARING INS		7.65%
<input checked="" type="checkbox"/> HOSPITAL INS		<input type="checkbox"/> OTHER:specify-		
		2. TOTAL FRINGE BENEFITS:		\$ 145,044
3. TRAVEL: (Specify if category exceeds 10% of Total Expenditures)				
Travel				\$981
Conferences				\$5,260
		3. TOTAL TRAVEL:		\$ 6,231
4. SUPPLIES & MATERIALS: (Specify if category exceeds 10% of Total Expenditures)				
Supplies				\$ 700
		4. TOTAL SUPPLIES & MATERIALS:		\$ 700
5. CONTRACTUAL: (Subcontracts/Subrecipients)				
Name	Address	Amount		
			\$0	
		5. TOTAL CONTRACTUAL:		\$ -
6. EQUIPMENT: (Specify)		Amount		
				\$ -
		TOTAL EQUIPMENT:		\$ -
7. OTHER EXPENSES: (Specify if category exceeds 10% of Total Expenditures)		Amount		
Communication:	JAIL PHONES	\$ 2,200	\$	2,200
			\$	-
			\$	-
			\$	-
SPACE:			\$	-
Licensing	LICENSING FEES	\$ 600	\$	600
OTHER:	PROGRAM STAFF TRAINING	\$ 1,000	\$	1,000
			\$	-
			\$	-
			\$	-
		7. TOTAL OTHER EXPENSES:	\$	3,800

8. TOTAL DIRECT EXPENDITURES: (Sum of Totals 1-7)						8. TOTAL DIRECT EXPENDITURES:	\$	485,421
9. INDIRECT COST CALCULATIONS:								
Rate #1	Base \$	10.00%	x Rate	\$	485,421	=	\$	48,542
Rate #2	Base \$	10.00%	x Rate	\$	485,421	=	\$	48,542
						9. TOTAL INDIRECT EXPENDITURES:	\$	97,084
10. TOTAL ALL EXPENDITURES: (Sum of lines 8-9)							\$	582,505

COMMUNITY CORRECTIONS - COMMUNITY BASED PROGRAMS

2021 JUSTICE COMPLEX MILLAGE PROPOSAL

According to the Department of Justice, Bureau of Justice Assistance, over the last two decades, a critical mass of evidence has accumulated challenging the prior prevailing belief that nothing works to rehabilitate offenders. (*BJA, 2014*) To the contrary, research findings show that evidence-based interventions can significantly reduce recidivism. It is clear that sanctions alone do not result in positive behavior change or reduce recidivism (*R. Warren, CJI/NIC, 2007*). The leading researcher in what works and what does not in reducing recidivism, Edward J. Latessa, Ph.D., states that, "Not a single review of studies of the effects of official punishment alone has found consistent evidence of reduced recidivism." While up to 60% of treatment services studies reported reduce recidivism rates (*E. Latessa, 2002*).

Electronic Monitoring: **\$70,000**

Electronic monitoring (EM) is an effective and cost efficient resource, capable of directly reducing the jail population while maintaining public safety.

In addition to monitoring and tracking, a large National Institute of Justice study showed significant decreases (31%) in the probation failure rate for all groups of offenders and age groups who are supervised on electronic monitoring (*NIJ, 2011*). Use of alcohol monitoring devices deters recidivism during use; and, when combined with treatment, provides the user an opportunity to change negative behavior (*Court Review, V. Flango & F. Cheesman*).

Judicial Services Group, Ltd. (JSG) utilizes a variety of monitoring devices that can provide a broad range of supervision parameters based on the individual user. Locally, EM is used in pretrial and probation supervision, as an alternative to incarceration under the Sheriff's jurisdiction, and saves jail staff that would otherwise be used for hospitalized inmates. In 2020, EM utilization increased significantly, due to the COVID-19 pandemic. EM has proven to be an important resource to assist with reducing the jail population by providing county funded services to users diverted from the jail and to self-pay clients who lost employment or had their hours reduced due to COVID-19.

Substance Abuse Assessments and Psychological Evaluations **\$5,000**

Conducting a clinical assessment is essential to understanding the nature and severity of the patient's health and social problems that may have led to or resulted from the substance use. This assessment is critical in determining the intensity of care that will be recommended and the composition of the treatment plan. Tailoring the treatment to specific needs increases the likelihood of successful treatment engagement and retention. Research shows that those who are matched with the appropriate level of treatment using ASAM (American Society of Addiction Medicine) criteria participate more fully in treatment and typically have better outcomes. (3X improvement in addiction severity outcomes at 3 months/30% reduction in dropout from treatment/25% - 300% reduction in no shows to next stage of treatment) (*ASAM, D. Gastfriend, MD*).

Psychological Evaluations determine the severity of a specific mental health concern or to determine an individual's capacity for adequate functioning. Assessments and evaluations may be required to develop a sentence that includes appropriate treatment placements and programming.

Day Reporting:

\$52,000

This program provides an additional layer of monitoring and supervision, structure, accountability and programming in the community. Based on individual need, it addresses a wide array of fundamental needs such as food, clothing, housing and housing. All critical to successful integration into the community and being able to focus on treatment. Also based on assessed need, on-site evidence based groups are include Cognitive Behavioral Therapy, Dialectical Behavior Therapy, Seeking Safety, Anger Management, and Conflict Resolution. AA and NA groups meet onsite.

Community Corrections funded Day Reporting has a highly successful completion rate that ranges from 65% - 70%. This demonstrates its effectiveness at assisting participants achieve their Individual Plan goals with no rearrests while engaged in the 120 day program. While, Day Reporting programs across the country are not standardized, there are a number of studies of similar programs that demonstrate significant recidivism reduction (30% - 60%) (*PA 2013, Utah & Oregon 2010*).

Expanding this State funded Community Corrections program will increase the number of offenders served, including those not be eligible under State MDOC approved criteria (e.g. District Court misdemeanants).

MRT – Cognitive Behavioral Change

\$18,600

Moral Reconciliation Therapy (MRT) is a systematic treatment strategy to decrease recidivism among adult criminal offenders by using 16 objectively defined steps focusing on seven basic treatment issues to promote positive change. MRT is a cognitive-behavioral treatment approach that is probably the most widely researched offender treatment modality (*Meta-Analysis, G. Little, 2005*). 200 outcome studies have been conducted up to 20 years after treatment and release of over 100,000 individuals. Overall, finding lower recidivism rates, improved personality variables, and enhanced treatment compliance. (S. Swan, 2013)

Expanding this State funded Community Corrections program will increase the number of offenders served, including those who are not eligible under State MDOC approved criteria.

TOTAL

\$145,600

Submitted by Community Corrections: September 21, 2020

Jail Programming - Justice Millage Budget – 2021		
Program Provider/Expense Title	Budget	Program Description
Program Coordinator - Supplies and Discretionary Expenses	\$5,000	Inmate Initiatives - Garden, Employment assistance, Training/Educational DVDs, and other program facilitation discretionary funds
Cognitive Consultants, LLC	\$17,600	Seeking Safety (26 week program)- helps people attain safety from trauma and/or substance abuse through teaching reflective thinking and coping skills. Sessions are conducted in group settings as well as one-on-one. This program is complimented by Trauma Centered Yoga.
Body Connection Yoga	\$15,600	Trauma Centered Yoga - is provided to male and female felony offenders, on a voluntary basis, by a certified trauma informed yoga instructor.
Cognitive Consultants, LLC	\$35,200	Break Out (10 week program) - is based on Moral Reconation Therapy (MRT) which is a form of cognitive-behavioral programing designed for male and female criminal justice offenders. Jail Re-Entry Planning and Life Skills offers clients the opportunity to establish short term achievable goals, identify personal strengths and overcome projected barriers to success.
TBD, currently: "It Takes A Village Educational Consulting, LLC"	\$20,000	Restorative Justice (15-30 week program) - Offers participants a chance to take accountability and repair the harm done by their crimes, while teaching mediation, conflict resolution, and problem solving. Participants can earn certificates for being trained in mediation.
TBD, currently: Wellness INX	\$20,000	Parenting -This program includes instructions to: <ul style="list-style-type: none"> • Promote children's development, • Improve child/parent attachment, • Improve child/parent communication skills, • Enhance self-esteem of participants, • Improve child/parent social control, and • Reduce aggressive behaviors by children and their caregivers.
TOTAL:	\$113,400	

JUSTICE MILLAGE
30TH CIRCUIT COURT PRETRIAL SERVICES PROGRAM

0

PRETRIAL SERVICES PROGRAM REQUESTS:	<u>ANNUAL COST</u>
Funding for Pretrial Services Clerk and Investigator	\$148,840
Funding for the Professional Development & Training:	\$2,000
<ul style="list-style-type: none"> Annual NAPSA Conference: <ul style="list-style-type: none"> \$1,500 [Travel / Lodging / Meals] per Employee Miscellaneous Pretrial Training – regional : <ul style="list-style-type: none"> \$500 	
CATA – Bus Tokens / Indigent Client Assistance:	\$1,250
<ul style="list-style-type: none"> \$1,250 <ul style="list-style-type: none"> Tokens – One Way Fare = \$1.25 per Token <i>1,000 Tokens x \$1.25 = \$1,250</i> 	
ADAM – Alcohol & Drug Testing / Indigent Client Assistance:	\$4,000 (\$4,032)
<ul style="list-style-type: none"> Average Referrals per Year = 140 <ul style="list-style-type: none"> 20% Indigent Clients / Financial Need = 14 Clients 1X per Week Testing = \$12 (3) Month Testing Period = 12 Weeks <i>140 x .20 = 28 (Indigent Clients) 28 x 12 (12 Weeks Testing) x \$12 (Cost per Test) = \$4,032</i> 	
Automated Text Notification System:	
MATTERHORN PLATFORM - Text message for court dates/reporting	\$4000
<ul style="list-style-type: none"> Initial program setup =\$1000 Monthly subscription = \$250.00/mo 	
CLEAR SUBSCRIPTION	\$1694.52
<ul style="list-style-type: none"> CLEAR is an online investigation solution designed to assist in locating and identifying individuals, phone numbers, licenses, assets, addresses, etc. Circuit Court has a contract with CLEAR. We are requesting an additional subscription for Pretrial Services to assist in connecting with our clients. 	

PRETRIAL SERVICES CLERK

The creation of the Pretrial Services Clerk position, made possible by funding from the Justice Millage, has improved the ability of the Circuit Court to provide services to our clients, and to collect and assess data that indicates and supports the effectiveness of our agency in achieving our mission and purpose.

Our Pretrial Clerk explains: In general, I have aided the court, the public and defendants in ways which are both routine and complex. I help people find court rooms/court dates. Many times people confuse 3R with floor 3 in our building. People often stop into our office (before Covid-19) trying to find courtrooms or are just generally confused where to go in the building. I've directed many people who were unsure of where to go in the VMC/GPB. It may seem like a minuscule task, but it happens often.

In addition, I serve as the face of Pretrial. Defendants are not always sure of what Pretrial Services entails. Typically, I am the first person they talk to in the office and I am able to provide any initial information such as upcoming court dates or attorney information. Being arrested and/or arraigned can be a daunting, overwhelming process. Many defendants do not absorb the bond or court information they are given during that time. Thus, it's imperative they contact Pretrial Services so our office can fill in any pieces of information they are missing as well as gather any information the courts may not have about defendants such as accurate addresses or telephone numbers.

One of the largest aspects of my job is collecting data for our Pretrial Services office. I track the start and close of all felony cases in Ingham County--even if a defendant is not required to report to Pretrial Services. We keep track of a defendant's successful appearances, bond conditions, failures to appear in court, re-arrests, and revocations of bond. Before my employment at Pretrial Services in April of 2019 this type of data was not collected or recorded. From this data we are better able to grasp our total impact on defendants as well as improve our processes and practice.

PRETRIAL SERVICES INVESTIGATORS

The addition of a Pretrial Services Investigator position, made possible by the Justice Millage, has allowed the team to effectively and timely meet with and manage a growing client list which is largely due to the Covid-19 pandemic. At the same time, we are able to remain responsive to the Court. In February 2020, Pretrial Services managed 436 cases, while in September 2020 it manages 590 cases, an increase of 26%.

In regard to the efficacy of the Pretrial Services Program, our investigators share the following experiences.

1. This summer, 2020, one of my defendants had not reported and it was unlike him to do so. I had a contact number for his sister and she advised she had not heard from him in a few weeks. This was unusual behavior for the defendant, to not have checked in with his sister. I had suggested to the sister that she might contact the police department and have them take a missing person report. In doing so, if the defendant was located, his welfare would be checked. The defendant would have been advised to contact his family or the family would have been notified of his location.

The sister contacted me a day later, advising she had filed the report and felt better knowing that someone was looking for her brother. The sister called again, the following week, and notified me the defendant had been located and taken to the hospital. The defendant was being treated for potential life threatening medical issues that had altered his mental health and ability to understand the need for medical treatment. The sister was very thankful for the help.

2. In February 2020, during enrollment, it was evident that one of my defendants had some cognition issues and hygiene concerns. The defendant's guardian/mother, via telephone a few weeks later, confirmed these concerns. The defendant was a candidate for Mental Health Court. Our Mental Health Court Case Manager and I had spoken with the defendant's mother on several occasions in regard to her, and her son's, living situation.

I have the experience to recognize when there is a need for mental health care. I presented options to the defendant's mother, as she did not know what her options were. After a few weeks, defendant's mother decided to petition the court for an order to have the defendant evaluated by CMH. According to her, the defendant is considerably better. I can discern a difference when speaking with the defendant. The defendant's guardian/mother was very thankful for the help.

3. Since July 2019, I have been supervising a defendant who is charged with a violent felony offense. She had been incarcerated from March 2019 – July 2020 due to not being able to post bond. Due to the pandemic, her bond was amended by the judge of record and she was placed on pretrial release with a condition that she was to be supervised by Pretrial Services.

As the defendant's case manager, I have been her "go to" person. Because she has been incarcerated for over a year, she lost her housing and employment. Additionally, this defendant has minimal family support and no current transportation. Upon her release, she had to make a fresh start, which was made even more difficult due the pandemic. To date, she has been compliant with her reporting requirements and other conditions of release. As a Pretrial Services Investigator, I am able to help her navigate through the

court process. She has recently been able to obtain employment. Although she currently resides at a local shelter, she is in the process of finding housing that is more permanent. Even when things don't always go her way, she always appreciates my help and ends our telephone conversations with a, "thank you."

4. Not all my clients are as happy to report to me and the experience can start off on a negative note. I recently had one client who called for enrollment and immediately he responded with a negative attitude. He was angry. He was upfront with me and indicated to me that he was innocent and that he didn't know why he had to report to me, because he wasn't guilty. As I do with all my clients, I start by telling them that this is a court order and as an officer of the court, my job is to help them get through the process and help them comply with the conditions set forth by the court, so they don't end up incarcerated. I told my client that I did not know the circumstances surrounding his arrest, but at this point in the process, he was considered innocent.

By giving him respect and understanding, his attitude with me changed. He apologized and said the he has been under much stress. About two weeks ago, his case was dismissed. He called me immediately and told me that he appreciated that I didn't judge him, but he doesn't plan on being on my caseload ever again.

5. This defendant has been under the supervision of the Pretrial Services Division since her completion of inpatient recovery for substance use issues and initial enrollment in June 2019. She had initially been charged with two counts of Assault with Intent to Do Great Bodily Harm Less Than Murder. Upon her second reporting contact with Pretrial Services, the defendant provided completion paperwork for substance use and anger management classes. She also indicated that she had been taking alcohol /drug screenings while previously at inpatient treatment, which were negative, as the client had stated that she had been sober.

She was arraigned in 2020 for a new felony case involving two charges and reported to Pretrial Services soon after to be enrolled for this new case. The defendant was readmitted to inpatient treatment in Lansing to begin another substance use program. Eventually, she was accepted into a recovery program and moved to a residential facility to begin a recovery and empowerment program. This specific program is nine to twelve months in length and is designed to help women overcome their addictions, while identifying self-defeating behaviors and maximizing their potential to live and work in the community. This program is a comprehensive therapeutic process that encompasses emotional, physical, intellectual, and spiritual factors, and assists

women in becoming responsible and independent. The participant resident's days are structured by a staff of licensed professionals, specialists, and volunteers who supervise planned activities. The participant resident is provided with individual therapy, group therapy, spiritual counseling, case management, referrals to community resources, physical fitness opportunities, and access to the local library.

The defendant has been very consistent in reporting every Tuesday, to Pretrial Services since March 2020 and has been continuing her "*journey of sobriety*" and gaining "*life skills*" throughout the pretrial period of the pending cases. She recently indicated that she is also working on her G.E.D. She has been very gracious in recognizing the opportunity she has been given to participate in such an empowering recovery program and credits Judge Aquilina for guiding her into this program.

Pretrial Services has attempted to provide assistance and support to this client by establishing a professional relationship in the weekly contacts to assure that the defendant is fully aware of any upcoming court proceedings, as well as assuring that the defendant has been compliant with all court ordered terms and conditions of bond release. This particular person has been compliant with all orders of the Court, has maintained communication with defense counsel, and has reported to Pretrial Services as directed.

It has been rewarding to this Pretrial Services Investigator to see an individual gain and maintain sobriety, deal with her pending cases in a very responsible manner, and grow as a person throughout the pretrial supervision period.

6. During a work day, I enrolled a defendant and provided the defendant with my contact information and my business card. When I returned to work the next morning, I received multiple voicemails from the defendant stating that he was "getting help" and that he was going to be admitted into an inpatient mental hospital. The defendant stated that he could not find his Defense Attorney's contact information and since I just gave him my contact information earlier that day, it was the only contact number he had on him at the time. When I received the voicemail messages, I contacted the hospital that the client stated that he was staying at to verify the information. I asked the medical staff to have the defendant contact me when he was available to make phone calls.

After the information was confirmed, I submitted an Informational Report to the Judge, the Assistant Prosecuting Attorney, and the defendant's Defense Attorney because the defendant was scheduled for a Probable Cause Conference hearing the following week.

At the time, I was the only person that the defendant had contacted regarding his inpatient treatment and his outdate at the clinic was undetermined. I was able to forward the information to the court so that the Probable Cause Conference Hearing could be adjourned and so that the court was informed of the incident that occurred.

Once the defendant was cleared from the inpatient treatment, I was contacted by the defendant and I submitted a Supplemental Report to the Judge advising that the defendant was out of the hospital. This assisted all parties within the court system because of the communication that the defendant had with Pretrial Services. I was able to provide accurate information to the court prior to the scheduled court proceeding. This reduced the chance of the defendant failing to appear for his court proceeding and it reduced the chance of the defendant receiving a Bench Warrant for his arrest.

7. We provide defendants with local resources to assist them while they're in the Community (shelter, food, mental health, AA meetings, indigent, etc.) as well as provide them with their court proceeding information. On the other spectrum, we are able to provide updated contact and supervision information to all the Judicial Courts within Ingham County regarding each Defendant. An example of this scenario is that I had a defendant who was required to report to Pretrial Services and he was required to conduct random testing for drugs and alcohol per his bond conditions. Since the defendant was failing to do both and multiple attempts were made to contact the defendant, I submitted the information to the Judge as a Bond Violation Report. I received a response from the Judge on the Bond Violation Report with a request to schedule a Summons Regarding Bond Violation court proceeding.

I received a date for the Summons Regarding Bond Violation from the Judge's Judicial Assistant and I completed and mailed the document reflecting the purpose of the court proceeding to the defendant, Assistant Prosecutor, and the Defense Attorney.

As requested by the Judge, I appeared at the Bond Violation Hearing and I provided the information of the alleged Bond Violation on record to the court. During this court proceeding, the defendant stated that the reason he was not reporting to Pretrial Services and conducting his random drug screenings was because he had been at the hospital receiving medical treatment. The Judge responded to the defendant's statement requiring that the defendant submit medical documentation to Pretrial Services for proof of the treatment.

Once I received the medical documentation from the defendant, I thoroughly investigated the information, which includes but is not limited to: contacting the hospital where the defendant allegedly received treatment and compared the defendant's story to the medical documentation that the defendant provided.

I contacted the hospital to authenticate the documentation received from the defendant. I was advised that the documentation that the defendant provided to Pretrial Services was not authentic. The manager at the hospital stated that there were multiple issues with the documentation provided and that she strongly suggested that the documentation was not authentic and that it did not come from one of their staff. From the information gathered regarding the documentation, it appeared that the defendant had falsified the medical documentation to the court. All of the information gathered was then submitted to the Judge, the Judge's staff, the Assistant Prosecutor, and the defendant's Defense Attorney.

Agenda Item 7a

To: Finance Committee
Ingham County Board of Commissioners

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

Date: October 5, 2020

Re: 2020 County Apportionment Report

Attached please find the resolution approving the 2020 Ingham County Apportionment Report for presentation at the Finance Committee meeting on October 21, 2020. The Apportionment Report is not complete at this time. The report will be distributed prior to the October 21, 2020 meeting.

Also, please be aware that any millage proposals that may be submitted and approved by the electorate for the upcoming November election may result in a necessity to amend the 2020 Apportionment Report.

Respectfully,

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE 2020 INGHAM COUNTY APPORTIONMENT REPORT

WHEREAS, State Law requires that the Board of Commissioners approve on or before October 31st of each year the annual Apportionment Report stating millages to be apportioned and spread on the taxable valuations of real and personal property within the County.

THEREFORE BE IT RESOLVED, that the attached statement of taxable valuations and millages apportioned to the various units in Ingham County for the year of 2020 is hereby approved.

INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2020

This report is used under the authority of P.A. 282 of 1905. Filing of this report is mandatory. Failure to complete and file this report may result in a penalty of \$100.

1 Taxing Authorities	2 2020 Real and Personal Taxable Value	Millages			6 Purpose
		3 Separate or Allocated	4 Operating	5 Bldg./Site/Debt	
State Education Tax	8,264,927,070	6.0000			
County Operating	8,296,595,261	6.7615			
Indigent Veterans Relief Fund	8,296,595,261	0.0329	0.2398		
Animal Control	8,296,595,261		0.5995		
Public Transportation	8,296,595,261		0.8500		
Emergency 911	8,296,595,261		0.4996		
Parks & Trails	8,296,595,261		0.5995		
Juvenile Justice	8,296,595,261		0.4096		
Potter Park Zoo	8,296,595,261		0.1398		
Farmland Preservation	8,296,595,261		0.8493		
Jail/Justice	8,296,595,261		0.6294		
Health Services	8,296,595,261		0.3000		
Elder Care	8,296,595,261				
TOWNSHIPS:					
Alaledon Township	226,842,808	0.8314		.5000	Fire
Aurelius Township	159,156,138	0.8200			
Bunker Hill Township	86,764,351	0.9943			
Delhi Charter Township	823,028,856		4.2899	4.4835	Fire, Police, EMT Equip, Trails
Ingham Township	83,690,746	0.9827		0.4864	Sidewalk
Lansing Charter Township	322,893,722				
Leroy Township	133,607,241	0.8062			
Leslie Township	101,216,121	1.0000			
Locke Township	81,852,537	0.9890		.8895	Fire
Meridian Charter Township	1,872,353,236		4.1578	4.9566	Comm Serv, Bike Path, Fire, Police, Parks, Roads, CATA
Onondaga Township	91,038,488	0.9776			
Stockbridge Township	254,022,374	0.7810			
Vevay Township	37,590,677	1.0000			
Wheatfield Township	81,197,236	0.9871			
White Oak Township	77,380,945	0.9965			
Williamstown Township	265,300,549	0.9845			

continued on page 2

INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2020

L-4402

7 Taxing Authorities	8 2020 Real & Personal Taxable Value	9 2020 Total Tax Rates	10 DOLLARS OF AD VALOREM TAXES LEVIED
CITIES:			
East Lansing	1,026,538,701	16.3552	16,789,246
Lansing	2,216,978,934	19.4400	43,098,070
Lansing-Renaissance Zone	40,876,829	.2600	
Leslie	37,909,432	16.6000	629,297
Mason	241,731,070	15.2500	3,686,399
Williamston	116,377,928	15.0314	1,749,323
Williamston-Ren Zone	(expired)		
Village Rates:			
Dansville	11,797,458	8.2411	97,224
Stockbridge	28,073,405	12.7400	357,655
Webberville	50,844,415	13.2000	671,146

CERTIFICATION

I hereby certify that this report is a true statement of the taxable valuations of each assessing district and of all ad valorem millages apportioned by the County Board of Commissioners of the

County of Ingham for the year 2020
Michelle L. Wright
 Ingham County Equalization

NOTARIZATION

Michelle L. Wright Notary Public
Livingston County, Michigan

State of Michigan)
)ss
 County of Ingham)
 MICHELLE L. WRIGHT
 NOTARY PUBLIC STATE OF MICHIGAN
 COUNTY OF LIVINGSTON
 My Commission Expires April 7, 2025
 Acting in the County of Ingham

Subscribed before me this 7th day of October
 2020

My Commission Expires: 4/7/2025

It is important that all city ad valorem taxes be entered on this sheet. County Board of Commissioners do not certify City or Village tax rates. These rates are for information purposes only. List all school districts on page 4.

continued on page 3

INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2020

11 Taxing Authorities	12 Taxable Value		13 2020 Operating Tax Rates	14 2020 Debt Tax Rates
Capital Area Transportation Authority				
Delhi Charter	823,028,856			
Lansing Charter	322,893,722			
Meridian Charter	1,872,353,236			
C-East Lansing (Ingham)	1,026,538,701			
C-East Lansing (Clinton County)	123,300,728			
C-Lansing (Ingham County)	2,216,978,934			
C-Lansing (Eaton County)	64,451,834			
Capital Area District Library				
Ingham County	7,099,509,790	7,144,788,462	1.5567	
Eaton County	45,278,672			
Capital Regional Airport Authority				
Ingham County	8,296,595,261	8,376,255,076	.6990	
Eaton County	71,519,573			
Clinton County	8,140,242			
Lansing Township Downtown Dev. Authority				
		116,027,400	1.9174	
East Lansing Downtown Development Authority				
		94,928,662	1.7007	
Northern Ingham Emergency Services Authority				
Leroy	133,607,241	678,335,491	1.2415	.7423
Locke	81,852,537			
Wheatfield	81,197,236			
Williamstown	265,300,549			
C-Williamston	116,377,928			
Stockbridge Area Emergency Services Authority				
Bunker Hill	86,764,351	545,810,656	1.6000	
Stockbridge	254,022,374			
White Oak	77,380,945			
Jackson Co. (Waterloo Twp)	127,642,986			
Fowlerville District Library				
Locke Township	819,528	7,621,598	1.3625	
White Oak Township	6,802,070			

continued on page 4

STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED BY THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF INGHAM FOR THE YEAR 2020

This report is issued under the authority of P.A. 282-1905. Filing of this report is mandatory. Failure to complete and file this report may result in a penalty of \$100.

L-4402

1			2	3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
	7,956,209	-	EATON RAPIDS						
X			23050	Aurelius Twp	27,536,974			7.9945	
	X		23050	Aurelius Twp	2,914,767		17.8669		
			23050	Aurelius Twp	-		5.8669		
X			23050	Delhi Twp	11,542,303			7.9945	
	X		23050	Delhi Twp	1,081,716		17.8669		
			23050	Delhi Twp	-		5.8669		
X			23050	Onondaga Twp	41,310,011			7.9945	
	X		23050	Onondaga Twp	3,959,726		17.8669		
		X	23050	Onondaga Twp	-		5.8669		
1,202,671,791	585,503,568	37,035,900	EAST LANSING						
X			33010	Lansing Charter Twp	240,146			8.0000	
	X		33010	Lansing Charter Twp	240,146		18.0000		
			33010	Lansing Charter Twp	-		6.0000		
X			33010	Meridian Twp	182,124,019			8.0000	
	X		33010	Meridian Twp	47,444,167		18.0000		
		X	33010	Meridian Twp	527,600		6.0000		
X			33010	C-East Lansing	954,735,144			8.0000	
	X		33010	C-East Lansing	484,519,228		18.0000		
		X	33010	C-East Lansing	32,256,900		6.0000		
X			33010	C-Lansing	65,572,482			8.0000	
	X		33010	C-Lansing	53,300,027		18.0000		
		X	33010	C-Lansing	4,251,400		6.0000		

1			2	3	4	Millages			8
All Property	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	Extra Voted		County Use Notes
						6	7		
2,371,073,879	1,328,718,370	117,460,900	LANSING						
X			33020	Delhi Charter Twp	1,224,843			7.5829	
	X		33020	Delhi Charter Twp	1,072,843		17.5214		
		X	33020	Delhi Charter Twp	152,000		5.5214		
X			33020	Lansing Charter Twp	198,359,432			7.5829	
	X		33020	Lansing Charter Twp	149,969,424		17.5214		
		X	33020	Lansing Charter Twp	16,193,400		5.5214		
X			33020	C-East Lansing	70,402,147			7.5829	
	X		33020	C-East Lansing	61,514,480		17.5214		
		X	33020	C-East Lansing	8,720,800		5.5214		
X			33020	C-Lansing	2,060,210,628			7.5829	
	X		33020	C-Lansing	1,080,339,594		17.5214		
		X	33020	C-Lansing	87,339,900		5.5214		
X			33021	C-Lansing-REZ	40,876,829				Renaissance Zone
	X		33021	C-Lansing-REZ	35,822,029				Renaissance Zone
		X	33021	C-Lansing-REZ	5,054,800				Renaissance Zone
205,285,140	53,022,059	758,353	DANSVILLE						
X			33040	Bunker Hill Twp	34,906,560			7.9904	
	X		33040	Bunker Hill Twp	14,463,093		18.0000		
		X	33040	Bunker Hill Twp	200,000		6.0000		
X			33040	Ingham Twp	83,682,264			7.9904	
	X		33040	Ingham Twp	11,775,688		18.0000		
		X	33040	Ingham Twp	166,800		6.0000		
X			33040	Leroy Twp	6,316,863			7.9904	
	X		33040	Leroy Twp	1,663,179		18.0000		
		X	33040	Leroy Twp	35,553		6.0000		
X			33040	Leslie Twp	967,541			7.9904	
	X		33040	Leslie Twp	14,769		18.0000		
			33040	Leslie Twp	-		6.0000		
X			33040	Stockbridge Twp	1,147,789			7.9904	
	X		33040	Stockbridge Twp	104,500		18.0000		
			33040	Stockbridge Twp	-		6.0000		

1			2	3	4	Millages			8
All Property	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	Extra Voted		County Use Notes
						6	7		
			DANSVILLE continued						
X			33040	Vevay Twp	5,125,431			7.9904	
	X		33040	Vevay Twp	753,464		18.0000		
			33040	Vevay Twp	-		6.0000		
X			33040	Wheatfield Twp	22,458,333			7.9904	
	X		33040	Wheatfield Twp	1,955,887		18.0000		
		X	33040	Wheatfield Twp	27,300		6.0000		
X			33040	White Oak Twp	50,680,359			7.9904	
	X		33040	White Oak Twp	22,291,479		18.0000		
		X	33040	White Oak Twp	328,700		6.0000		
468,004,504	91,731,597	2,190,800	HASLETT						
X			33060	Meridian Charter Twp	428,422,558			10.3199	
	X		33060	Meridian Charter Twp	85,374,435		18.0000		
		X	33060	Meridian Charter Twp	1,966,600		6.0000		
X			33060	Williamstown Twp	38,180,536			10.3199	
	X		33060	Williamstown Twp	5,023,252		18.0000		
		X	33060	Williamstown Twp	156,700		6.0000		
X			33060	C-East Lansing	1,401,410			10.3199	
	X		33060	C-East Lansing	1,333,910		18.0000		
		X	33060	C-East Lansing	67,500		6.0000		

1			2	3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
749,964,748	227,327,267	21,193,100	HOLT						
X			33070	Delhi Charter Twp	734,572,457			10.0000	
	X		33070	Delhi Charter Twp	224,762,164		18.0000		
		X	33070	Delhi Charter Twp	21,183,100		6.0000		
X			33070	C-Lansing	14,945,492			10.0000	
	X		33070	C-Lansing	2,560,803		18.0000		
		X	33070	C-Lansing	10,000		6.0000		
X			33071	Delhi Charter Twp	181,968			2.8500	
	X		33071	Delhi Charter Twp	4,300		18.0000		
			33071	Delhi Charter Twp	-		6.0000		
X			33072	Delhi Charter Twp	116,332			2.8500	Mason tr to Holt (2007)
			33072	Delhi Charter Twp	-		18.0000		
			33072	Delhi Charter Twp	-		6.0000		
			33075	Delhi Charter Twp	148,499				
X			33075	Delhi Charter Twp	-		18.0000		Eaton Rapids tr to Holt (2015)
			33075	Delhi Charter Twp	-		6.0000		
212,661,543	68,344,244	2,466,179	LESLIE						
X			33100	Bunker Hill Twp	36,597,993			4.9922	
	X		33100	Bunker Hill Twp	18,799,423		17.9782		
		X	33100	Bunker Hill Twp	29,700		5.9782		
X			33100	Leslie Twp	94,725,877			4.9922	
	X		33100	Leslie Twp	29,175,145		17.9782		
		X	33100	Leslie Twp	1,796,279		5.9782		
			33100	Onondaga Twp	43,428,241			4.9922	
X	X		33100	Onondaga Twp	5,816,245		17.9782		
		X	33100	Onondaga Twp	153,900		5.9782		
X			33100	C-Leslie	37,909,432			4.9922	
	X		33100	C-Leslie	14,553,431		17.9782		
		X	33100	C-Leslie	486,300		5.9782		

1			2		3	Millages				8
All Property	Non-Homestead	Comm. Personal	School District	School District Code		4	5	6	7	
636,112,357	195,986,530	10,183,851	MASON			Taxable Value for Each Township/City		Operating	Bldg/Site Sinking Fund	County Use Notes
X			33130	Ingham Twp		8,482		18.0000	6.6800	
			33130	Ingham Twp		-		6.0000		
X			33124	Leslie Twp		226,167			6.9922	Leslie tr to Mason (5/26/1996)
			33124	Leslie Twp		-		18.0000		
			33124	Leslie Twp		-		6.0000		
X			33130	Alaiedon Twp		130,936,347			6.6800	
	X		33130	Alaiedon Twp		35,754,476		18.0000		
		X	33130	Alaiedon Twp		1,601,600		6.0000		
X			33130	Aurelius Twp		131,619,164			6.6800	
	X		33130	Aurelius Twp		9,604,473		18.0000		
		X	33130	Aurelius Twp		795,400		6.0000		
			33130	Delhi Charter Twp		75,242,454			6.6800	
X	X		33130	Delhi Charter Twp		15,634,094		18.0000		
		X	33130	Delhi Charter Twp		777,400		6.0000		
X			33130	Leslie Twp		4,790,156			6.6800	
	X		33130	Leslie Twp		344,960		18.0000		
		X	33130	Leslie Twp		37,661		6.0000		
			33130	Onondaga Twp		5,116,831			6.6800	
	X		33130	Onondaga Twp		988,462		18.0000		
			33130	Onondaga Twp		-		6.0000		
X			33130	Vevay Twp		32,465,246			6.6800	
	X		33130	Vevay Twp		30,133,496		18.0000		
		X	33130	Vevay Twp		1,786,050		6.0000		
			33130	Wheatfield Twp		4,115,800			6.6800	
	X		33130	Wheatfield Twp		499,118		18.0000		
			33130	Wheatfield Twp		-		6.0000		
X			33130	C-Lansing		9,860,640			6.6800	
	X		33130	C-Lansing		9,184,432		18.0000		
			33130	C-Lansing		-		6.0000		

1			2	3	4	Millages			8
All Property	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	Extra Voted		County Use Notes
						6	7		
			MASON continued						
X			33130	C-Mason	241,731,070			6.6800	
	X		33130	C-Mason	93,863,019		18.0000		
		X	33130	C-Mason	5,185,740		6.0000		
1,394,597,894	495,300,472	36,611,200	OKEMOS						
X			33170	Alaiedon Twp	83,711,964			7.9861	
	X		33170	Alaiedon Twp	59,354,119		18.0000		
		X	33170	Alaiedon Twp	5,840,300		6.0000		
X			33170	Meridian Charter Twp	1,224,972,488			7.9861	
	X		33170	Meridian Charter Twp	411,199,335		18.0000		
		X	33170	Meridian Charter Twp	29,873,000		6.0000		
X			33170	Williamstown Twp	21,696,241			7.9861	
	X		33170	Williamstown Twp	1,039,498		18.0000		
			33170	Williamstown Twp	-		6.0000		
X			33170	C-Lansing	64,217,201			7.9861	
	X		33170	C-Lansing	23,707,520		18.0000		
		X	33170	C-Lansing	897,900		6.0000		
283,282,065	171,175,021	891,000	STOCKBRIDGE						
X			33200	Bunker Hill Twp	15,259,798			3.9000	
	X		33200	Bunker Hill Twp	2,099,115		18.0000		
		X	33200	Bunker Hill Twp	87,600		6.0000		
X			33200	Stockbridge Twp	252,874,585			3.9000	
	X		33200	Stockbridge Twp	163,176,057		18.0000		
		X	33200	Stockbridge Twp	579,700		6.0000		
X			33200	White Oak Twp	15,147,682			3.9000	
	X		33200	White Oak Twp	5,899,849		18.0000		
		X	33200	White Oak Twp	223,700		6.0000		

1			2	3	4	Millages			8
All Property	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	Extra Voted		County Use Notes
						6 Operating	7 Bldg/Site Sinking Fund		
126,466,635	60,973,611	3,926,800	WAVERLY						
X			33215	Lansing Charter Twp	124,294,144		4.1764	7.4000	
	X		33215	Lansing Charter Twp	60,940,764		13.8182		
		X	33215	Lansing Charter Twp	3,902,300		5.9946		Supp. HH oper all is included
X			33215	C-Lansing	2,172,491		4.1764	7.4000	
	X		33215	C-Lansing	32,847		13.8182		
		X	33215	C-Lansing	24,500		5.9946		Supp. HH oper all is included
133,690,342	38,874,037	4,576,690	WEBBERVILLE						
X			33220	Leroy Twp	93,317,226			8.4298	
	X		33220	Leroy Twp	32,350,585		18.0000		
		X	33220	Leroy Twp	4,178,690		6.0000		
X			33220	Locke Twp	35,598,441			8.4298	
	X		33220	Locke Twp	3,946,799		18.0000		
		X	33220	Locke Twp	396,100		6.0000		
			33220	White Oak Twp	4,774,675			8.4298	
X	X		33220	White Oak Twp	2,576,653		18.0000		
		X	33220	White Oak Twp	1,900		6.0000		
293,508,024	61,568,677	3,703,346	WILLIAMSTON						
X			33230	Alaiedon Twp	12,194,497			9.5698	
	X		33230	Alaiedon Twp	1,727,295		17.8380		
		X	33230	Alaiedon Twp	303,500		5.8380		
X			33230	Leroy Twp	33,973,152			9.5698	
	X		33230	Leroy Twp	5,128,188		17.8380		
		X	33230	Leroy Twp	34,206		5.8380		
X			33230	Locke Twp	23,522,931			9.5698	
	X		33230	Locke Twp	2,561,627		17.8380		
			33230	Locke Twp	-		5.8380		

1			2	3	4	Millages			8
All Property	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6	7	County Use Notes
							Operating	Bldg/Site Sinking Fund	
			WILLIAMSTON continued						
X			33230 Meridian Charter Twp		36,834,171			9.5698	
	X		33230 Meridian Charter Twp		3,218,200		17.8380		
		X	33230 Meridian Charter Twp		747,400		5.8380		
X			33230 Wheatfield Twp		54,432,218			9.5698	
	X		33230 Wheatfield Twp		6,161,140		17.8380		
		X	33230 Wheatfield Twp		314,700		5.8380		
X			33230 Williamstown Twp		15,982,242			9.5698	
	X		33230 Williamstown Twp		3,136,529		17.8380		
		X	33230 Williamstown Twp		-		5.8380		
X			33230 C-Williamston		116,377,928			9.5698	
	X		33230 C-Williamston		39,635,698		17.8380		
		X	33230 C-Williamston		2,303,540		5.8380		
X			33238 Wheatfield Twp		89,215		17.8380	7.5698	Dansville tr to Williamston (4/25/00)
			33238 Wheatfield Twp		-		5.8380		
			33238 Wheatfield Twp		-				
X			33239 Wheatfield Twp		101,670		17.8380	7.5698	Dansville tr to Williamston (5/17/02)
			33239 Wheatfield Twp		-		5.8380		
			33239 Wheatfield Twp		-				
			33233 C-Williamston RZ						Renaissance Zone (expired 2016)
			33233 C-Williamston-RZ						Renaissance Zone (expired 2016)
			33233 C-Williamston-RZ						Renaissance Zone (expired 2016)
1,597,479	167,324	-	NW JACKSON						
X			38140 Leslie Twp		506,380			4.1835	
	X		38140 Leslie Twp		93,128		18.0000		
			38140 Leslie Twp		-		6.0000		
X			38140 Onondaga		1,091,099			4.1835	
	X		38140 Onondaga		74,196		18.0000		
			38140 Onondaga		-		6.0000		
92,306	1,500	-	SPRINGPORT						
X			38150 Onondaga Twp		92,306			6.1000	
	X		38150 Onondaga Twp		1,500		18.0000		
			38150 Onondaga Twp		-		6.0000		

1			2		3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District	School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
7,612,636	1,762,506	-	FOWLerville							
X			47030	Locke Twp		834,407			9.5500	
	X		47030	Locke Twp		66,307		18.0000		
			47030	Locke Twp		-		6.0000		
X			47030	White Oak Twp		6,778,229			9.5500	
	X		47030	White Oak Twp		1,696,199		18.0000		
			47030	White Oak Twp		-		6.0000		
8,898,926	700,210	-	MORRICE							
X			78060	Locke Twp		8,898,926			7.0000	
	X		78060	Locke Twp		700,210		16.3513		
			78060	Locke Twp		-		4.3513		
202,439,362	25,251,012	1,764,400	PERRY							
X			78080	Locke Twp		12,997,832			8.5812	
	X		78080	Locke Twp		683,735		17.8955		
			78080	Locke Twp		-		5.8955		
X			78080	Williamstown Twp		189,441,530			8.5812	
	X		78080	Williamstown Twp		24,567,277		17.8955		
			78080	Williamstown Twp		1,764,400		5.8955		

1	2	3	4	Millages			8 County Use Notes
				5 ISD Alloc	6 Operating	7 Bldg./Site/Debt	
	Intermediate School Districts and Community College	List Each Twp/City Where Located Separately	Total Taxable Value				
	Ingham Intermediate School District		9,948,156,910	.1998	6.0386		Spec Ed 4.7461 Voc Ed 1.2925 No debt Lansing Schools do not pay vocational ed.
	Clinton	550,929,863					
	Eaton	848,254,783					
	Ingham	8,263,556,427					
	Jackson	125,285,581					
	Livingston	117,723,290					
	Shiawassee	8,259,336					
	Washtenaw	34,147,630					
	Eaton Intermediate Schools District		80,389,288	.1786	3.5796		Spec Ed 2.8850 Voc Ed .8946 No debt
	Aurelius Township	27,536,974					
	Delhi Township	11,542,303					
	Onondaga Township	41,310,011					
	Jackson Intermediate School District	0.5 0.6	1,597,479	.3415	8.4025		Spec Ed 6.2650 Voc Ed 2.1375 No debt
	Leslie Twp	506,380					
	Onondaga Twp	1,091,099					
	Livingston Intermedi.	0.85					
	School District	0.35	7,612,636	.0645	3.2042		Spec Ed 3.2042 No Debt
	Locke Twp	834,407					
	White Oak Twp	6,778,229					
	Shiawassee Intermediate School District		37,879,000	.2425	4.1968		Spec Ed 4.1968 No debt
	Locke Twp	21,896,758					
	Williamstown Twp	15,982,242					
	Lansing Community College		12,316,500,113		3.7777		Operating
	Ingham County	8,263,556,427					
	Clinton County	1,688,054,514					
	Eaton County	2,231,482,565					
	Ionia County	6,907,402					
	Livingston County	117,723,290					
	Shiawassee County	8,775,915					

Agenda Item 7b

TO: County Services Committee
Finance Committee
Ingham County Board of Commissioners

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

RE: **RESOLUTION TO EXTEND FOR A PERIOD OF 12 MONTHS THE
CONTRACT WITH MICHIGAN EQUALIZATION SERVICES**

Attached please find the resolution approving and authorizing the extension for period of 12 months the contractual commercial and/or industrial appraisal services for the Ingham County Equalization Equalization/Tax Mapping Department by Michigan Equalization Services.

Respectfully,

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO EXTEND FOR A PERIOD OF 12 MONTHS THE CONTRACT WITH
MICHIGAN EQUALIZATION SERVICES**

WHEREAS, on January 26, 2016, the honorable members of the Ingham County Board of Commissioners adopted Resolution #16-013 authorizing the contractual commercial and industrial appraisal services of Michigan Equalization Services; and

WHEREAS, the contractual services authorized by Resolution #16-013 were for a term that ended on September 30, 2020; and

WHEREAS, Michigan Equalization Services has met all requirements for the contracted appraisal services as provided to and for the Ingham County Equalization/Tax Mapping Department; and

WHEREAS, the contracting for commercial and/or industrial appraisals has been included in the Ingham County Equalization/Tax Mapping Department's 2020 budget and recommended 2021 budget; and

WHEREAS, it is the recommendation of the Ingham County Equalization/Tax Mapping Department that an extension for a period not to exceed 12 months and an expenditure not to exceed \$90,000.00 be awarded to Michigan Equalization Services for the continuation of commercial and/or industrial appraisal services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, through the Ingham County Equalization/Tax Mapping Department authorizes the entering into a 12 month contract extension with Michigan Equalization Services in the amount not to exceed \$90,000.00.

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

Agenda Item 8

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: October 7, 2020
SUBJECT: Cash Match Agreements with Michigan Rehabilitation Services
For the meeting agendas of October 19 and October 21

BACKGROUND

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

ALTERNATIVES

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

FINANCIAL IMPACT

The agreements will not exceed \$444,444 (\$120,000 local match) and \$95,511 (\$25,788 local match) respectively. The agreements with Michigan Rehabilitation Services will be for the time period of October 1, 2020 through September 30, 2021.

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objective of meeting basic needs.

OTHER CONSIDERATIONS

N/ A

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 COOPERATIVE CASH MATCH AGREEMENTS WITH
MICHIGAN REHABILITATION SERVICES**

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

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

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

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

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

WHEREAS, MRS wishes to enter into other, similar cash match agreements.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a cash match agreements not to exceed \$444,444 (\$120,000 local match) and \$95,511 (\$25,788 local match) with Michigan Department of Health and Human Services – Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, placement supports and supported employment services to individuals with disabilities who are eligible for MRS services.

BE IT FURTHER RESOLVED, that this agreement is contingent upon the execution of agreements with Peckham Inc., to provide Ingham County's local match portion (\$120,000 and \$25,788 respectively), and no county funds will be used for this purpose.

BE IT FURTHER RESOLVED, that the term of the agreements shall be October 1, 2020 through September 30, 2021.

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

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

Agenda Item 9a

TO: Board of Commissioners Finance & Human Services Committees
FROM: Tim Morgan, Parks Director
DATE: October 5, 2020
SUBJECT: Purchase Order with Crawford Door Company
For the meeting agenda of 10/19/20 Finance and 10/21/20 Human Services

BACKGROUND

This CIP purchase is for new garage doors for the maintenance building at Lake Lansing South. The existing doors are original and over 30 years old. The panels are falling apart as well as all the hardware and rail systems on the inside. Staff solicited proposals for the purchase and install of new garage doors and the Evaluation Committee recommends that a Purchase Order be issued to Crawford Door Company.

ALTERNATIVES

We have the funds available in the 2020 Board approved CIP Parks Budget. The alternative is to not purchase the garage doors.

FINANCIAL IMPACT

There are funds available in line item 208-75200-976000-20P06 as detailed below:

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
20P06: Lake Lansing Maintenance Garage Doors	\$15,000.00	\$15,000.00	\$6,992.00	\$8,008.00

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 Crawford Door Company.

Agenda Item 9a

TO: Tim Morgan, Parks Director

FROM: James Hudgins, Director of Purchasing

DATE: October 2, 2020

RE: Memorandum of Performance for Packet No. 162-20: Maintenance Building Garage Doors at Lake Lansing South.

The Purchasing Department can confirm that three written proposals were sought and received from vendors for the purpose of providing and installing new garage doors on the maintenance building at Lake Lansing South.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	3	2
Vendors responding	3	2

A summary of the vendors' costs:

Vendor Name	Local Preference	Amount
Crawford Door Company Inc.	Yes, Lansing, MI	\$6,992.00
A1 Garage Door Service	No, Phoenix, AZ	\$8,482.44
Overhead Door Company of Lansing	Yes, E. Lansing, MI	\$8,795.00

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.

Agenda Item 9a

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER WITH CRAWFORD DOOR COMPANY
FOR GARAGE DOORS FOR THE MAINTENANCE BUILDING AT LAKE LANSING SOUTH**

WHEREAS, the garage doors on the maintenance building at Lake Lansing South are in poor condition and over thirty years old; and

WHEREAS, staff solicited proposals for the purchase and install of new garage doors; and

WHEREAS, park staff recommends that a Purchase Order be issued to Crawford Door Company in the amount of \$6,992.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a Purchase Order to be issued to Crawford Door Company to purchase and install new garage doors on the maintenance building at Lake Lansing South for a total cost not to exceed \$6,992.00.

BE IT FURTHER RESOLVED, that there are funds available in line item 208-75200-976000-20P06.

TO: Board of Commissioners Human Services & Finance Committees

FROM: Tim Morgan, Parks Director

DATE: October 6, 2020

SUBJECT: Amendment to Millage Project Agreements

For the meeting agenda of 10/19/20 Human Services and 10/21/20 Finance

BACKGROUND

Board of Commissioners Resolutions #16-257, #16-328, #17-109, #18-110, #18-187, and #19-047 authorized entering into contracts to fund the following projects:

Contract Title	Project #	Begins	Ends	Resolution
Meridian Township Trail Rehab	TR002	6/14/2016	12/31/2019	16-257
City of Lansing-Wall and Pavement Repair	TR005	7/26/2016	7/1/2019	16-328
City of Lansing-Moore's River Dr. Repair	TR006	7/26/2016	8/31/2020	16-328
Meridian Township-07-MIP-Dr Bridge E of Okemos Rd.	TR021	7/26/2016	12/31/2019	16-328
Meridian Township-03-PK-DR Bridge Central Park South	TR022	7/26/2016	12/31/2019	16-328
Meridian Township-05-PK-DR Bridge NL Moore Park	TR023	7/26/2016	12/31/2019	16-328
Meridian Township-04-PK-DR Bridge NL Moore Park	TR024	7/26/2016	12/31/2019	16-328
Meridian Township-06-MIP-DR Bridge W of Okemos Rd.,IU	TR027	7/26/2016	12/31/2019	16-328
City of Lansing US 127 Pathways	TR028	3/28/2017	6/14/2019	17-109
City of Lansing-Grand River N Bank Stabilization	TR029	3/28/2017	8/31/2020	17-109
Meridian Township MSU to Lake Lansing Trail, Phase 1	TR031	3/28/2017	5/1/2019	17-109
City of Mason Hayhoe Trail Extension and Trailhead	TR032	3/28/2017	5/28/2019	17-109
Aurelius Township 5 Year Rec. Plan	TR036	3/28/2017	7/24/2020	18-110
City of Lansing Trail Ambassador	TR037	3/13/2018	7/24/2019	18-110
City of Lansing Bank Stabilization WA Ave.	TR038	3/13/2018	7/24/2020	18-110
City of Lansing Bridge Rehab CL09	TR039	3/13/2018	7/24/2020	18-110
City of Lansing Bridge Rehab CL21	TR040	3/13/2018	7/24/2020	18-110
City of Lansing ADA Kayak Launch Krueger Landing	TR044	3/13/2018	7/24/2020	18-110
Delhi Trail Planning	TR050	4/4/2018	11/24/2018	18-187
City of Lansing Trail Ambassador	TR055	2/2/2019	8/28/2020	19-047

The above contracts have expired and need to be extended for Meridian Township, City of Lansing, City of Mason, Aurelius Township and Delhi Township to complete the projects and or submit their final reimbursements for the completed projects. We would like to extend these contracts to December 31, 2021.

ALTERNATIVES

None.

FINANCIAL IMPACT

None. All above requests are extensions to the length of the contract not requesting additional funds.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing an amendment to the above agreements.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENTS
FOR TRAILS AND PARKS MILLAGE AGREEMENTS**

WHEREAS, Board of Commissioners Resolutions #16-257, #16-328, #17-109, #18-110, #18-187, and #19-047 authorized entering into contracts to fund the below projects; and

Contract Title	Project #	Begins	Ends	Resolution
Meridian Township Trail Rehab	TR002	6/14/2016	12/31/2019	16-257
City of Lansing-Wall and Pavement Repair	TR005	7/26/2016	7/1/2019	16-328
City of Lansing-Moore's River Dr. Repair	TR006	7/26/2016	8/31/2020	16-328
Meridian Township-07-MIP-Dr Bridge E of Okemos Rd.	TR021	7/26/2016	12/31/2019	16-328
Meridian Township-03-PK-DR Bridge Central Park South	TR022	7/26/2016	12/31/2019	16-328
Meridian Township-05-PK-DR Bridge NL Moore Park	TR023	7/26/2016	12/31/2019	16-328
Meridian Township-04-PK-DR Bridge NL Moore Park	TR024	7/26/2016	12/31/2019	16-328
Meridian Township-06-MIP-DR Bridge W of Okemos Rd.,IU	TR027	7/26/2016	12/31/2019	16-328
City of Lansing US 127 Pathways	TR028	3/28/2017	6/14/2019	17-109
City of Lansing-Grand River N Bank Stabilization	TR029	3/28/2017	8/31/2020	17-109
Meridian Township MSU to Lake Lansing Trail, Phase 1	TR031	3/28/2017	5/1/2019	17-109
City of Mason Hayhoe Trail Extension and Trailhead	TR032	3/28/2017	5/28/2019	17-109
Aurelius Township 5 Year Rec. Plan	TR036	3/28/2017	7/24/2020	18-110
City of Lansing Trail Ambassador	TR037	3/13/2018	7/24/2019	18-110
City of Lansing Bank Stabilization WA Ave.	TR038	3/13/2018	7/24/2020	18-110
City of Lansing Bridge Rehab CL09	TR039	3/13/2018	7/24/2020	18-110
City of Lansing Bridge Rehab CL21	TR040	3/13/2018	7/24/2020	18-110
City of Lansing ADA Kayak Launch Krueger Landing	TR044	3/13/2018	7/24/2020	18-110
Delhi Trail Planning	TR050	4/4/2018	11/24/2018	18-187
City of Lansing Trail Ambassador	TR055	2/2/2019	8/28/2020	19-047

WHEREAS, the City of Lansing, Aurelius Township, Meridian Township, City of Mason and Delhi Township are requesting an amendment to the above Agreements because of unforeseen circumstances; and

WHEREAS, the City of Lansing, Aurelius Township, Meridian Township, City of Mason and Delhi Township are requesting an extension to their agreements to December 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an Amendment to the Agreements listed below with the City of Lansing, Aurelius Township, Meridian Township, City of Mason and Delhi Township.

Contract Title	Project #	Begins	Ends	Resolution
Meridian Township Trail Rehab	TR002	6/14/2016	12/31/2021	16-257
City of Lansing-Wall and Pavement Repair	TR005	7/26/2016	12/31/2021	16-328
City of Lansing-Moore's River Dr. Repair	TR006	7/26/2016	12/31/2021	16-328
Meridian Township-07-MIP-Dr Bridge E of Okemos Rd.	TR021	7/26/2016	12/31/2021	16-328
Meridian Township-03-PK-DR Bridge Central Park South	TR022	7/26/2016	12/31/2021	16-328
Meridian Township-05-PK-DR Bridge NL Moore Park	TR023	7/26/2016	12/31/2021	16-328
Meridian Township-04-PK-DR Bridge NL Moore Park	TR024	7/26/2016	12/31/2021	16-328
Meridian Township-06-MIP-DR Bridge W of Okemos Rd.,IU	TR027	7/26/2016	12/31/2021	16-328
City of Lansing US 127 Pathways	TR028	3/28/2017	12/31/2021	17-109
City of Lansing-Grand River N Bank Stabilization	TR029	3/28/2017	12/31/2021	17-109
Meridian Township MSU to Lake Lansing Trail, Phase 1	TR031	3/28/2017	12/31/2021	17-109
City of Mason Hayhoe Trail Extension and Trailhead	TR032	3/28/2017	12/31/2021	17-109
Aurelius Township 5 Year Rec. Plan	TR036	3/28/2017	12/31/2021	18-110
City of Lansing Trail Ambassador	TR037	3/13/2018	12/31/2021	18-110
City of Lansing Bank Stabilization WA Ave.	TR038	3/13/2018	12/31/2021	18-110
City of Lansing Bridge Rehab CL09	TR039	3/13/2018	12/31/2021	18-110
City of Lansing Bridge Rehab CL21	TR040	3/13/2018	12/31/2021	18-110
City of Lansing ADA Kayak Launch Krueger Landing	TR044	3/13/2018	12/31/2021	18-110
Delhi Trail Planning	TR050	4/4/2018	12/31/2021	18-187
City of Lansing Trail Ambassador	TR055	2/2/2019	12/31/2021	19-047

BE IT FURTHER RESOLVED, that all other terms and conditions of these Agreements shall remain unchanged.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 21, 2020
SUBJECT: Agreement with Daudi & Kroll, P.C.
For the meeting dates of October 19 and October 21, 2020

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) have engaged in a robust provider recruitment plan, which includes supporting providers who require J-1 Visas and employer immigration support. ICHD on behalf of our CHCs, seeks to enter a representation agreement with Daudi & Kroll, P.C. (hereinafter "D&K"), as the employer for Dental Hygienist, Kamar Alnerabieh for a term of October 1, 2020-September 30, 2021. Through this agreement, D&K shall provide legal services on behalf of Ms. Alnerabieh as the employee and Ingham County as the employer for her PERM Labor Certification with the U.S. Department of Labor (DOL) and I-140 Immigration Petition. D&K may jointly represent Ingham County and the employee in connection with the requested immigration services. Entering this agreement is mutually beneficial to the County and to the employee, as the County retains a revenue generating provider position, and the employee will be able to pursue their permanent immigration status.

ALTERNATIVES

The County may not enter the agreement, and thus the employee may have to seek alternative employment which will support their immigration petition.

FINANCIAL IMPACT

The employer paid fees for assisting with the preparation and filing of this PERM labor certification with the U.S. Department of Labor (DOL) and filing of I-140 Immigrant Petition are as follows: \$2,500 due at the time of agreement execution; \$1,000 due at the time of filing the Labor Certification with DOL, and up to \$1,500 due upon approval of Labor and Certification to commence I-140 petition filing. The total expense of this agreement shall not exceed \$5,000 under this authorization. The \$5,000.00 shall be used towards D&K's legal fees. Each installment shall be a flat-fee for that particular step, shall be nonrefundable, and shall be earned upon receipt. The legal fees shall be shared between D&K and the Law Offices of Behzad Ghassemi for legal services performed as explained above. The employer is responsible for the filing fees required by DOL and USCIS. D&K makes no guarantees as to the success or failure of the legal services with DOL and/or USCIS. Any legal and/or filing fees for employees to file an I-485 Application to Register Permanent Residence or Adjust Status shall be at employee's sole expense.

STRATEGIC PLAN

This supports the Strategic Plan by supporting ICHD's provision of access to health care services to residents of Ingham County.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval to enter the representation agreement with D&K for legal services on behalf of Ms. Kamar Alnerabieh as the employee and Ingham County as the employer for her PERM Labor Certification with the U.S. Department of Labor (DOL) and I-140 Immigration Petition in an amount not to exceed \$5,000 for a term of October 1, 2020-September 30, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AGREEMENT WITH DAUDI & KROLL, P.C.

WHEREAS, Ingham County Health Department's (ICHD) Ingham Community Health Centers (IHC) have engaged in a robust provider recruitment plan, which includes supporting providers who require J-1 Visas and employer immigration support; and

WHEREAS, ICHD on behalf of IHC, seeks to enter a representation agreement with Daudi & Kroll, P.C. (hereinafter "D&K"), as the employer for Dental Hygienist, Kamar Alnerabieh for a term of October 1, 2020-September 30, 2021; and

WHEREAS, through this agreement, D&K shall provide legal services on behalf of Ms. Alnerabieh as the employee and Ingham County as the employer for her PERM Labor Certification with the U.S. Department of Labor (DOL) and I-140 Immigration Petition; and

WHEREAS, D&K may jointly represent Ingham County and the employee in connection with the requested immigration services; and

WHEREAS, entering this agreement is mutually beneficial to the County and to the employee, as the County retains a revenue generating provider position, and the employee will be able to pursue their permanent immigration status; and

WHEREAS, the employer paid fees for assisting with the preparation and filing of this PERM labor certification with the U.S. Department of Labor (DOL) and filing of I-140 Immigrant Petition are as follows: \$2,500 due at the time of agreement execution; \$1,000 due at the time of filing the Labor Certification with DOL, and up to \$1,500 due upon approval of Labor and Certification to commence I-140 petition filing; and

WHEREAS, the \$5,000 shall be used towards D&K's legal fees; and

WHEREAS, each installment shall be a flat-fee for that particular step, shall be nonrefundable, and shall be earned upon receipt; and

WHEREAS, the legal fees shall be shared between D&K and the Law Offices of Behzad Ghassemi for legal services performed as explained above; and

WHEREAS, the employer is responsible for the filing fees required by DOL and USCIS. D&K makes no guarantees as to the success or failure of the legal services with DOL and/or USCIS; and

WHEREAS, any legal and/or filing fees for employees to file an I-485 Application to Register Permanent Residence or Adjust Status shall be at employee's sole expense; and

WHEREAS, the Ingham County Community Health Center Board recommends authorizing authorizes a representation agreement with D&K as the employer for Dental Hygienist, Kamar Alnerabieh for a term of October 1, 2020-September 30, 2021; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes a representation agreement with D&K as the employer for Dental Hygienist, Kamar Alnerabieh for a term of October 1, 2020-September 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a representation agreement with D&K as the employer for Dental Hygienist, Kamar Alnerabieh for a term of October 1, 2020-September 30, 2021.

BE IT FURTHER RESOLVED, that through this agreement, D&K shall provide legal services on behalf of Ms. Alnerabieh as the employee and Ingham County as the employer for her PERM Labor Certification with the U.S. Department of Labor (DOL) and I-140 Immigration Petition.

BE IT FURTHER RESOLVED, that D&K may jointly represent Ingham County and the employee in connection with the requested immigration services.

BE IT FURTHER RESOLVED, that the employer paid fees for assisting with the preparation and filing of this PERM labor certification with the U.S. Department of Labor (DOL) and filing of I-140 Immigrant Petition are as follows: \$2,500 due at the time of agreement execution; \$1,000 due at the time of filing the Labor Certification with DOL, and up to \$1,500 due upon approval of Labor and Certification to commence I-140 petition filing.

BE IT FURTHER RESOLVED, that the \$5,000 shall be used towards D&K's legal fees; and

BE IT FURTHER RESOLVED, that each installment shall be a flat-fee for that particular step, it shall be nonrefundable, and it shall be earned upon receipt; and

BE IT FURTHER RESOLVED, that the legal fees shall be shared between D&K and the Law Offices of Behzad Ghassemi for legal services performed as explained above.

BE IT FURTHER RESOLVED, that the employer is responsible for the filing fees required by DOL and USCIS; and

D&K makes no guarantees as to the success or failure of the legal services with DOL and/or USCIS; and

BE IT FURTHER RESOLVED, that any legal and/or filing fees for employee to file an I-485 Application to Register Permanent Residence or Adjust Status shall be at employee's sole expense.

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: September 24, 2020
SUBJECT: Resolution Authorizing an Agreement with Moore & Moore Etc. Inc.

For the meeting agendas of October 19 and October 21, 2020

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Moore & Moore Etc. Inc. for an amount up to \$11,885 for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. The improvements to be made include scraping/ prepping, cleaning, caulking/sealing and painting the full exterior of the properties located at the addresses listed above.

Expenditure of the balance of Reinvestment Fund grant funding managed by ICHD includes sub-contracting with qualified vendors for exterior building improvements that catalyze additional investment in properties located in the Pleasant View neighborhood. ICHD has previously accepted two funding awards totaling \$105,000 from Reinvestment Fund to serve as the local fiduciary for the Lansing Invest Health Team as part of the national Invest Health Field Building program. Acceptance of these funding awards was authorized by resolutions #19-246 and #20-068. On August 26, 2020, the Ingham BOC Chairperson signed the no-cost extension agreement with Reinvestment Fund to extend the use of these funds through December 31, 2020.

Per resolution #20-320, ICHD is subcontracting coordination of the Lansing Invest Health Team and the Lansing Invest Health Field Building Initiative to the Southside Community Coalition (SSCC). Per this subcontract, SSCC staff obtained all necessary permissions from property owners at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. to make improvements to those properties, and obtained the required number of written estimates to satisfy Ingham County Purchasing Requirements.

ALTERNATIVES

Three written estimates were obtained from qualified vendors to complete the desired building improvements for the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. The estimate from Moore & Moore Etc. Inc. came in at \$11,885, while the other two written estimates were for \$18,968.59 and \$14,780.00.

FINANCIAL IMPACT

All costs of this agreement will be covered by grant funds authorized in Resolution #19-246 and Resolution #20-068.

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 subcontracting with Moore & Moore Etc. Inc. in the amount of \$11,885 for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd and 2227 Holmes Rd, Lansing MI, effective October 15, 2020 through December 31, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MOORE & MOORE ETC. INC.

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Moore & Moore Etc. Inc. for an amount up to \$11,885 to be used for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd; and

WHEREAS, the improvements to be made include scraping/prepping, cleaning, caulking/sealing and painting the full exterior of the properties located at the addresses listed above; and

WHEREAS, expenditure of the balance of Reinvestment Fund grant funding managed by ICHD includes subcontracting with qualified vendors for exterior building improvements that catalyze additional investment in properties located in the Pleasant View neighborhood; and

WHEREAS, ICHD has previously accepted two funding awards totaling \$105,000 from Reinvestment Fund to serve as the local fiduciary for the Lansing Invest Health Team as part of the National Invest Health Field Building program; and

WHEREAS, acceptance of these funding awards was authorized by Resolutions #19-246 and #20-068, and on August 26, 2020, the Ingham BOC Chairperson signed the no-cost extension agreement with Reinvestment Fund to extend the use of these funds through December 31, 2020; and

WHEREAS, per Resolution #20-320, ICHD is subcontracting coordination of the Lansing Invest Health Team and the Lansing Invest Health Field Building Initiative to Southside Community Coalition (SSCC); and

WHEREAS, per this subcontract, SSCC staff obtained all necessary permissions from property owners at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. to make improvements to those properties, and obtained the required number of written estimates to satisfy Ingham County Purchasing Requirements; and

WHEREAS, three written estimates were obtained for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd in Lansing; and

WHEREAS, the lowest cost written estimate received was from Moore & Moore Etc. Inc. in the amount of \$11,885; and

WHEREAS, other written estimates provided were for \$18,968.59 and \$14,780.00; and

WHEREAS, all costs of this agreement will be covered by grant funds authorized in Resolution #19-246 and Resolution #20-068; and

WHEREAS, the Health Officer supports entering into an agreement with Moore & Moore Etc. Inc. for an amount up to \$11,885 to be used for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd in Lansing, MI, effective October 15, 2020 through December 31, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Moore & Moore Etc. Inc. in the amount up to \$11,885 for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd in Lansing, MI, effective October 15, 2020 through December 31, 2020.

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: September 24, 2020
SUBJECT: Authorization to Enter Agreement with TL Contracting, Inc.

For the meeting agendas of October 19 and October 21, 2020

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter an agreement with TL Contracting, Inc. in an amount up to \$10,759.06, effective October 15, 2020 through December 31, 2020, for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. Improvements to be made by TL Contract, Inc. include:

- Provision and installation thirteen (13) of black, powder-coated, surface mounted bollards, 6” in diameter by 48” tall, including anchor bolts in various locations throughout the Lansing Invest Health Neighborhood commercial district located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. in Lansing MI.
- Placement of thirteen (13) concrete flower planter boxes at various locations throughout the Lansing Invest Health Neighborhood commercial district located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. in Lansing MI.

ICHHD has previously accepted two funding awards totaling \$105,000 from Reinvestment Fund to serve as the local fiduciary for the Lansing Invest Health Team as part of the national Invest Health Field Building program. Acceptance of these funding awards was authorized by Resolutions #19-246 and #20-068. On August 26, 2020, the Ingham BOC Chairperson signed the no-cost extension agreement with Reinvestment Fund to extend the use of these funds through December 31, 2020. Expenditure of the balance of Reinvestment Fund grant funding managed by ICHHD includes sub-contracting with qualified vendors for exterior building improvements that catalyze additional investment in properties located in the Pleasant View neighborhood. Per resolution #20-320, Ingham County is subcontracting coordination of the Lansing Invest Health Team and the Lansing Invest Health Field Building Initiative to Southside Community Coalition (SSCC). Per this subcontract, SSCC staff obtained all necessary permissions from property owners at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. to make improvements to those properties.

ALTERNATIVES

Staff from SSCC were only able to identify one vendor willing to do the necessary work of providing and installing concrete bollards and placing concrete flower planters. In addition to contacting TL Contracting, Inc., SSCC staff also contacted Exteriors of Lansing, Landscape Forms and Ersco Construction Supply to request estimates for this work. TL Contracting, Inc. was the only vendor contacted that was willing to provide a written estimate for this work.

FINANCIAL IMPACT

All costs of this agreement will be covered by grant funds authorized in Resolution #19-246 and Resolution #20-068.

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 subcontracting with TL Contracting, Inc. in an amount not to exceed \$10,759.06 for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd and 2227 Holmes Rd, Lansing MI, effective October 15, 2020 through December 31, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TL CONTRACTING, INC.

WHEREAS, Ingham County Health Department (ICHD) wishes to enter an agreement with TL Contracting, Inc. in an amount up to \$10,759.06, effective October 15, 2020 through December 31, 2020, for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd.; and

WHEREAS, improvements to be made by TL Contract, Inc. include:

- Provision and installation thirteen (13) of black, powder-coated, surface mounted bollards, 6” in diameter by 48” tall, including anchor bolts in various locations throughout the Lansing Invest Health Neighborhood commercial district located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. in Lansing MI.
- Placement of thirteen (13) concrete flower planter boxes at various locations throughout the Lansing Invest Health Neighborhood commercial district located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. in Lansing MI; and

WHEREAS, ICHD has previously accepted two funding awards totaling \$105,000 from Reinvestment Fund to serve as the local fiduciary for the Lansing Invest Health Team as part of the national Invest Health Field Building program; and

WHEREAS, acceptance of these funding awards was authorized by Resolutions #19-246 and #20-068 and on August 26, 2020, the Ingham BOC Chairperson signed the no-cost extension agreement with Reinvestment Fund to extend the use of these funds through December 31, 2020; and

WHEREAS, expenditure of the balance of Reinvestment Fund grant funding managed by ICHD includes subcontracting with qualified vendors for exterior building improvements that catalyze additional investment in properties located in the Pleasant View neighborhood; and

WHEREAS, per Resolution #20-320, Ingham County is subcontracting coordination of the Lansing Invest Health Team and the Lansing Invest Health Field Building Initiative to Southside Community Coalition (SSCC); and

WHEREAS, per this subcontract, SSCC staff obtained all necessary permissions from property owners at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd. to make improvements to those properties; and

WHEREAS, after staff from SSCC contacted Exteriors of Lansing, Landscape Forms, TL Contracting and Ersco Construction Supply to request estimates for this work, they were only able to identify one vendor willing to do the necessary work of providing and installing concrete bollards and placing concrete flower planters; and

WHEREAS, TL Contracting, Inc. was the only vendor contacted that was willing to provide a written estimate for this work in the amount of \$10,759.06; and

WHEREAS, all costs of this agreement will be covered by grant funds authorized in Resolution #19-246 and Resolution #20-068; and

WHEREAS, the Health Officer supports entering into an agreement with TL Contracting, Inc. in an amount not to exceed \$10,759.06 for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd in Lansing, MI.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with TL Contracting, Inc. up to \$10,759.06 for exterior building improvements to the properties located at 3434 Pleasant Grove Rd, 2215 Holmes Rd, and 2227 Holmes Rd in Lansing, MI; and

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: September 3, 2020
SUBJECT: Agreement with Southeastern Michigan Health Association
For the meeting dates of October 19 and October 21, 2020

BACKGROUND

Ingham County Health Department (ICHD) wishes to accept \$4,460.00 in grant funds from Southeastern Michigan Health Association (SEMHA) effective October 1, 2020 through September 30, 2021, to continue supporting outreach efforts, facilitating parent input and feedback, and for family involvement with ICHD's CSHCS policy and procedure process. CSHCS provides coordinated care for children with special needs and assists these individuals and their families through the appropriate use of the CSHCS care system so that children are able to demonstrate improved health outcomes and an enhanced quality of life. ICHD will use these funds to continue funding a temporary parent liaison who is an area parent that is currently enrolled in the CSHCS system. This liaison will work collaboratively with ICHD-CSHCs' staff to develop and implement outreach strategies that focus on engaging families who have children with special health care needs. This peer support helps to involve families in the CSHCS program and provides strategies to assist parents in navigating the system.

ALTERNATIVES

Alternatively, ICHD could decline the grant for \$4,460.00 that we have been offered to do this work.

FINANCIAL IMPACT

ICHD will accept \$4,460.00 in grant funds from SEMHA to continue funding a temporary parent liaison position in CSHCS.

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 an agreement with the SEMHA in the amount of \$4,460.00 to continue funding a temporary parent liaison 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 FUNDS FROM
SOUTHEASTERN MICHIGAN HEALTH ASSOCIATION**

WHEREAS, ICHD wishes to accept \$4,460 in grant funds from Southeastern Michigan Health Association (SEMHA) effective October 1, 2020 through September 30, 2021, to continue supporting outreach efforts, facilitating parent input and feedback, and for family involvement with ICHD's CSHCS policy and procedure process; and

WHEREAS, CSHCS provides coordinated care for children with special needs and assists these individuals and their families through the appropriate use of the CSHCS care system so that children are able to demonstrate improved health outcomes and an enhanced quality of life; and

WHEREAS, ICHD will use these funds to continue funding a temporary parent liaison who is an area parent that is currently enrolled in the CSHCS system; and

WHEREAS, this liaison will work collaboratively with ICHD-CSHCs' staff to develop and implement outreach strategies that focus on engaging families who have children with special health care needs; and

WHEREAS, this peer support helps to involve families in the CSHCS program and provides strategies to assist parents in navigating the system; and

WHEREAS, the Health Officer recommends approving the acceptance of grant funds in the amount of \$4,460 from SEMHA for CSHCS to continue funding a temporary parent liaison position effective October 1, 2020 through September 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of grant funds in the amount of \$4,460 from SEMHA for CSHCS to continue funding a temporary parent liaison position effective October 1, 2020 through September 30, 2021.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 21, 2020
SUBJECT: Authorization to Enter Agreement with St. Vincent Catholic Charities
For the meeting dates of October 19 and October 21, 2020

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to enter into an agreement with St. Vincent Catholic Charities (SVCC) to sustain interpreter/translation services and supportive case management services effective October 1, 2020 through March 31, 2021. ICHD has maintained an agreement with SVCC for assisting refugees with access to health care and management of health issues. ICHD's CHCs find these services essential and critical to ensure refugees receive the necessary medical care they need and are able to manage health conditions within the first 90 days of their arrival.

ALTERNATIVES

ICHD is requesting a six month extension of its current contract while it prepares to work with Ingham County's Purchasing Department to issue a Request for Proposals for interpreter/translator services and supportive case management. ICHD currently contracts with SVCC and Family and Community Development Services for interpreter/translator services and supportive case management.

FINANCIAL IMPACT

The term of the agreement shall not exceed \$64,000. ICHD will cover up to \$35,268.50 of services which support clients' services through non-health center/public health programs throughout the Fiscal Year 2020 general fund budget. The remaining cost (\$28,731.50) will be covered through 340B savings as a reinvestment of funds to support enhanced patient care through the CHCs.

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 St. Vincent Catholic Charities (SVCC) to sustain interpreter/translation services and supportive case management effective October 1, 2020 through March 31, 2021.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH ST. VINCENT CATHOLIC CHARITIES

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to enter into a six-month agreement with St. Vincent Catholic Charities (SVCC) to sustain interpreter/translation services and supportive case management services effective October 1, 2020 through March 31, 2021; and

WHEREAS, ICHD has maintained an agreement with SVCC for assisting refugees with access to health care and management of health issues; and

WHEREAS, ICHD's CHCs find these services essential and critical to ensure refugees receive the necessary medical care they need and are able to manage health conditions within the first 90 days of their arrival; and

WHEREAS, ICHD is requesting a six month extension of its current contract while it prepares to work with Ingham County's Purchasing Department to issue a Request for Proposals for interpreter/translator services and supportive case management; and

WHEREAS, the term of the agreement shall not exceed \$64,000 and ICHD will cover up to \$35,268.50 of services which support client's services throughout non-health center/public health programs through the Fiscal Year 2021 general fund budget; and

WHEREAS, the remaining cost (\$28,731.50) will be covered through 340B savings as a reinvestment of funds to support enhanced patient care through the CHCs; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with St. Vincent Catholic Charities (SVCC) to sustain interpreter/translation services and supportive case management effective October 1, 2020 through March 31, 2021; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with St. Vincent Catholic Charities (SVCC) to sustain interpreter/translation services and supportive case management effective October 1, 2020 through March 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement not to exceed \$64,000 with St. Vincent Catholic Charities (SVCC) to sustain interpreter/translation services and supportive case management effective October 1, 2020 through March 31, 2021.

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 11

TO: County Services and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: October 5, 2020

SUBJECT: Disposal of Surplus Vehicles and Items

This is a resolution authorizing a publically advertised auction conducted for disposing of vehicles and items that have been replaced or are no longer needed due to age and/or poor mechanical condition.

GovDeals will solicit online bids for the surplus items and the award will be made to the highest responsive bidder. Proceeds are collected by GovDeals and then transferred to the Purchasing Department where they are deposited in the General Fund or appropriate account. The winning bidder pays a 12.5% premium on top of sale price for all sold assets.

Vehicles and items to be auctioned are identified in Attachment A.

I respectfully request approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE DISPOSAL OF COUNTY-OWNED SURPLUS PROPERTY

WHEREAS, the Purchasing Department has determined that the County has a number of surplus vehicles and items that have exceeded their useful life and/or are no longer needed for County operations; and

WHEREAS, the surplus vehicles and items will be auctioned off through GOVDEALS.COM a competitive, publically advertised bidding process whereby awards will be made to the highest responsive bidder; and

WHEREAS, the Director of Purchasing has reviewed the surplus items before placement on the surplus property list and County departments will be allowed to view surplus items for usefulness before the public auction.

THEREFORE BE IT RESOLVED, that the Ingham County Purchasing Department is authorized to place in an auction those surplus vehicles in the attached listing which have no further use or value to the County of Ingham.

BE IT FURTHER RESOLVED, that any vehicle or item not sold at the auction may be disposed of by the Purchasing Director in the manner deemed to be in the County's best interest.

BE IT FURTHER RESOLVED, that proceeds from the sale of surplus items will be deposited in the General Fund 10130101 673000 or appropriate account.

2020 SURPLUS LISTING
Attachment "A"

Vehicles

YEAR/MAKE/ MODEL	COLOR	VIN	DEFICIENCIES	MILES ±	DEPT.
2006 Chevy Trailblazer	Maroon	1GNDS135692279841	Bad paint/rust, mice chewed wiring, won't start	Unknown	PPZ
2006 Ford F-350 Super Duty 4x4	Green	1FTWW31X6EA78903	Scattered rust, dents, scratches. Interior stains and tears in seats. Starts, runs and drives but issue with shifting. White smoke out of exhaust.	152,000	Drain
2003 Ford F-350 4x4	Green	1FTSF31PX3ED28232	Body is rusted with scattered dents and scratches. Batteries are weak. Interior rips and stains in seats. Driver's side, front break caliber is stuck. Motor has had extensive repairs but is smoking under rapids acceleration and requires deceleration to shift	237,000	Drain
2006 Chevy Trailblazer	Maroon	1GNDS13S962279841	Does not run/must tow. Rust.	94,265	PPZ
2005 Ford E-250	Silver	1FTNE24185HA67946	Rear axle is bad, rust, dead battery	Unknown	PPZ
2005 GMC Express	White	1GAHG39U951237229	Poor condition, several large dents, rust, seat missing, hauled animals and related material, brakes need service	146,047	AC/PPZ
2007 Chevy Impala	White	2G1WS58R079403022	Poor condition, does not run/must tow, dents and rust	114,963	SO/Road

Goods

11 Row Boats (Parks) | 7 Peddle Boats (Parks) | Electric Range/Oven (Parks)

Agenda Item 12a

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: October 6, 2020

RE: Resolution Authorizing an Agreement with Davenport Masonry Inc. for the Hilliard Building Exterior Renovations

For the meeting agendas of: October 20 & 21

BACKGROUND

The front terrace of the Hilliard Building has deteriorated and water is leaking in through the cracks infiltrating the lower level where files are stored. This will include replacement of damaged bricks and tuck pointing the front elevation of the terrace. Davenport Masonry Inc. who fell within the local preference policy lowered their proposal and matched the lowest responsive and responsible proposal of \$155,000.00 in which they have agreed to hold until the spring of 2021.

ALTERNATIVES

The alternative would be to not go forward with this project, causing more water damage to the file room in the lower level.

FINANCIAL IMPACT

A line item transfer will come from the Mason Courthouse Clock tower project (Public Improvement Fund) line item #245-90212-976000-8F02 of \$111,100.00. The remaining funds of \$55,900.00 are available in the approved 2019 CIP Hilliard Building Terrace project line item #245-90210-976000-9F16 (Public Improvements Fund). We are requesting a contingency of \$12,000.00 for any uncovered conditions for a grand total not to exceed \$167,000.00.

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
245-90212-976000-8F02	\$168,714.00	\$168,714.00	\$111,100.00	\$57,614.00
Public Improvements Fund				
245-90210-976000-9F16	\$80,000.00	\$72,015.00	\$55,900.00	\$16,115.00
Public Improvements Fund				

OTHER CONSIDERATIONS

Other considerations would be to bid this project out again next year running the risk of prices going up.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Davenport Masonry Inc. for the Hilliard Building exterior renovations.

Agenda Item 12a

TO: Rick Terrill, Facilities Director

FROM: James Hudgins, Director of Purchasing

DATE: August 5, 2020

RE: Memorandum of Performance for RFP No. 29-20 Exterior Renovations to the Hilliard Building Plaza

Per your request, the Purchasing Department sought proposals from qualified and experienced contractors to enter into a contract for the purpose of making exterior renovations to the Hilliard Building Plaza in Mason, Michigan. The consultant on this project is WGI Michigan Inc.

The scope of work includes, but is not limited to, furnishing all labor, materials, equipment and supervision to demolish, haul and dispose of brick masonry, concrete and waterproofing materials, as well as, perform concrete repair, reinforcement, cast-in-place, concrete patching, membrane waterproofing and joint sealing in accordance with drawings and specifications set forth by the consultant.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	44	11
Vendors attending pre-bid/proposal meeting	10	4
Vendors responding	6	3

A summary of the vendors' costs is located on the next page.

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

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.

SUMMARY OF VENDOR'S COSTS.

Vendor Name	Local Pref	Base Bid	Alternate #1	Alternate #2	Alternate #3
Cusack's Masonry Restoration	No, Hubbardston, MI	\$155,000.00	\$32.00	\$3.00	\$1,200.00
Davenport Masonry, Restoration & Preservation	Yes, Holt MI	\$162,495.00	\$34.00	\$5.00	\$12,000.00
Bornor Restoration Inc.	Yes, Lansing MI	\$226,963.00	\$35.00	\$2.00	\$12,585.00
Pullman Services	No, Trenton MI	\$230,000.00	\$40.00	\$3.00	\$12,585.00
Moore Trospen Construction Company	Yes, Holt MI	\$244,800.00	\$40.00	\$3.50	\$15,585.00
RAM Construction Services	No, Kentwood, MI	\$254,853.00	\$48.00	\$0.75	\$7,525.00

Base Bid: Total Cost for Making Exterior Renovations According to the RFP & Project Documents

Alternate #1: Tuck-pointing - \$/SF

Alternate #2: Power Wash & Seal Upper Plaza - \$/SF

Alternate #3: **Credit** for Removing the Painting of the Fence & handrails from the Base Bid – Lump Sum

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH DAVENPORT MASONRY INC.
FOR THE HILLIARD BUILDING EXTERIOR RENOVATIONS**

WHEREAS, the front terrace of the Hilliard Building is in need of exterior renovations; and

WHEREAS, water is infiltrating the lower level of the Hilliard Building due to cracks in the masonry; and

WHEREAS it is the recommendation of the Facilities Department to enter into an agreement with Davenport Masonry Inc., who fell within the local preference policy and matched the lowest responsive and responsible proposal of \$155,000.00 for the Hilliard Building exterior renovations; and

WHEREAS, the Facilities Department is requesting a contingency of \$12,000.00 for any uncovered conditions; and

WHEREAS, funds for this project will require a line item transfer from the Mason Clock Tower project (Public Improvements Fund) line item #245-90212-976000-8F02 of \$111,100.00; and

WHEREAS, the remaining \$55,900.00 for this project will come from the Hilliard Building Terrace project line item #245-90210-976000-9F16.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize entering into an agreement with Davenport Masonry Inc., 1445 Edgar Road, Holt, MI 48842, for the Hilliard Building exterior renovations for an amount not to exceed \$167,000.00, which includes a \$12,000.00 contingency.

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 12b

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: October 6, 2020

RE: Resolution Authorizing a Purchase Order Issued to Vidcom Solutions, Inc. for a Card Reader, Door Release Button and Handicap Door Openers at the TCOA Offices in the Human Services Building

For the meeting agendas of: October 20 & 21

BACKGROUND

The TCOA Office in the Human Services Building needs to have the exterior doors secured limiting the number of individuals in the space for safety and social distancing purposes. A card reader and door release button would be installed to ensure the safety of staff and social distancing guidelines are being followed. To remain ADA compliant, the automatic door operators will also need to be upgraded. Vidcom Solutions Inc., through the federal GSA Contract submitted a proposal for \$7,327.96.

ALTERNATIVES

The alternative would be to not go forward with the project.

FINANCIAL IMPACT

Funds are available within the 2020 CIP line item # 631-23304-976000-20F29 which has a balance of \$5,500.00. TCOA has agreed to reimburse \$2,758.55 of the project. We are also requesting a contingency of \$750 for any unforeseen circumstances.

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
631-23304-976000-20F29	\$5,500.00	\$5,500.00	\$5,319.41	\$180.00
General Fund/HSB Operating				

OTHER CONSIDERATIONS

Other considerations would be to postpone the project until a later date.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a purchase order for a card reader and handicap door openers at the TCOA Office in the Human Services Building.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER ISSUED TO VIDCOM SOLUTIONS INC.
FOR A CARD READER, DOOR RELEASE BUTTON AND HANDICAP DOOR OPENERS
AT THE TCOA OFFICE IN THE HUMAN SERVICES BUILDING**

WHEREAS, for safety and social distancing purposes the TCOA office needs a card reader and door release button; and

WHEREAS, in compliance with the ADA, the automatic door opener will need to be upgraded; and

WHEREAS, Vidcom Solutions is on the federal GSA contract, therefore three quotes were not required; and

WHEREAS, it is the recommendation of the Facilities Department to have a purchase order issued to Vidcom Solutions, Inc., for a card reader, door release button and handicap door opener for a total cost of \$7,327.96; and

WHEREAS, the Facilities Department is requesting a \$750.00 contingency for any unforeseen circumstances; and

WHEREAS, TCOA has agreed to reimburse the County \$2,758.55; and

WHEREAS, funds are available in the 2020 CIP line item #631-23304-976000-20F29; and

WHEREAS, the Facilities Department respectfully requests that the Controller/Administrator be authorized to make the necessary budget amendments.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes issuing a purchase order to Vidcom Solutions, Inc., 15559 South Old US-27, Lansing, MI 48906, for a card reader, door release button and handicap door openers for a cost not to exceed \$7,329.96.

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

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

To: Ingham County Board of Commissioners
From: Tom Gamez Jr., Director of Operations, ICRD
Date: October 1, 2020
Re: Extension of Resolution #19-449, Single tungsten carbide inserted blades.

BACKGROUND

The purpose of this correspondence is to support the attached resolution, to extend the current Resolution #19-449 for purchasing single tungsten carbide inserted grader blades supplied and delivered to the ICRD, for a one-year period, beginning from date of the purchase order execution.

The Road Department periodically needs to replace the cutting edges on the underbody blade for winter and gravel road maintenance.

ALTERNATIVES

The Road Department has been using tungsten insert grader blades for road maintenance in all seasons for over 20 years. ICRD snowplow trucks must have these components to operate efficiently for winter maintenance services.

FINANCIAL IMPACT

The Road Department's adopted 2020 budget includes controllable expenditures, funds for this and other equipment purchases.

Bids from qualified and experienced vendors were received for the purpose of supplying and delivering tungsten insert grader blades to the Road Department. Bids were solicited and evaluated by the Ingham County Purchasing Department per ITB #228-19 and it is their recommendation, with the concurrence of Road Department staff, to extend Resolution #19-449 with the lowest qualified bidders that could meet the specifications of bid proposal request.

Chemung Supply Corp. PO Box 527, Elmira, NY 14902 for Tungsten inserted grader blades @ \$148.00 per each grader blade.

OTHER CONSIDERATIONS

The where no local vendors to submit their quotes for the requested blades supplies. The ICRD only needs to purchase grader blades for this winter season. ICRD has a sufficient supply of Wing plow shoes and will not be purchasing any Wing plow shoes this winter.

RECOMMENDATION

Therefore, approval of the attached resolution is recommended, to authorize the purchase of the required supply of single tungsten carbide inserted grader as needed from Chemung Supply Corp.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF
SINGLE TUNGSTEN CARBIDE INSERTED GRADER BLADES, WING PLOW BLADES AND
WING PLOW SHOES**

RESOLUTION # 19 - 449

WHEREAS, the Road Department periodically needs to replace the cutting edges of the underbody plows, side wing plows and wing plow shoes for winter and gravel road maintenance; and

WHEREAS, the Purchasing Department recently released bid packet #228-19 and received sealed, competitive bid proposals for single tungsten carbide inserted underbody grader blades, heat treated wing plow blades and wing plow shoes for a 1 year period, beginning from date of Purchase order execution; and

WHEREAS, bids for single tungsten carbide inserted grader blades, wing plow blades and wing plow shoes were solicited and evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of the Road Department staff, to award the agreement to the lowest qualified bidders of each product, that could meet the bid proposal specifications; and

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bids, and authorizes the purchase of the Road Department required supply of tungsten inserted grader blades, wing plow blades and wing plow shoes from:

Chemung Supply Corp. PO Box 527, Elmira, NY 14902 for Tungsten insert grader blades @ \$148.00 per each grader blade.

Heights Machinery Inc. 8434 East M-72 Williamsburg, Mi. 49690 for Heat-treated wing plow blades @ \$79.52 per each wing plow blade.

Shults Equipment LLC. 1532 S. State Road Ithaca, Mi. 48847 for Wing plow shoes @ \$135.00 per each Wing plow shoe.

BE IT FURTHER RESOLVED, that the Road Department and Purchasing Department are hereby authorized to execute purchase orders with all three listed suppliers and purchase tungsten carbide insert grader blades, Heat treaded wing plow blades and wing plow shoes as needed and budgeted.

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

Nays: None **Absent:** Koenig **Approved 11/05/2019**

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

Nays: None **Absent:** None **Approved 11/06/2019**



2420 Corning Road
Elmira, NY 14903

ChemungSupply.com
EvolutionEdges.com

P: 607-733-5506
F: 607-732-5379

October 1, 2020

Bobbie Mayes

Purchasing Agent

Ingham County Road Depae4rtment

301 Bush Street

Mason, MI 48854

Please be advised that Chemung Supply Corporation is willing to extend our pricing on the grader blades into the 2020 season at \$148.00 each.

We look forward to be being of service to the County.

Thank you,

A handwritten signature in black ink, appearing to read "James Hilgendorf".

James Hilgendorf

Manger

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE EXTENSION OF RESOLUTION #19-449 FOR
SINGLE TUNGSTEN CARBIDE INSERT BLADES**

WHEREAS, the Ingham County Road Department (ICRD) periodically needs to replace the cutting edges of the underbody plow blades for winter and gravel road maintenance; and

WHEREAS, the Purchasing Department released bid packet #228-19 and received sealed, competitive bid proposals for single tungsten carbide insert grader blades for a 1 year; and

WHEREAS, bids for single tungsten carbide insert grader and junior wing plow blades were solicited and evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of the ICRD, to extend the current Purchase Order with to the lowest qualified bidder Chemung Supply Corp. PO Box 527, Elmira, NY 14902; and

WHEREAS, the ICRD's 2021 budget shall include funds for this expense in controllable expenditures and other equipment purchases.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the extension of the bid, and authorizes the Purchasing Dept. to process purchases with Chemung Supply Corp. PO Box 527, Elmira, NY 14902 for the required supply of tungsten insert grader blades.

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 on behalf of the County.

TO: Board of Commissioners County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: October 6, 2020
SUBJECT: Resolution to Waive the Public Act 152 Health Care Requirements for 2021

For the agendas of October 20 and October 21

BACKGROUND

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

Commencing January 1, 2021, the County will continue with the current plan medical benefits and will self-insure a portion of the health insurance cost. As the uncertainty associated with the savings from this makes it very difficult to determine if the County will be in compliance with the hard caps or the 80% requirements, the County administration is recommending that Ingham County Board of Commissioners exempt the County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2021 as permitted by MCL 15.568.

ALTERNATIVES

The Board of Commissioners may elect to waive or not waive the Public Act 152 health care requirements for 2021.

FINANCIAL IMPACT

The financial impact will vary dependent upon actual experience during 2021.

STRATEGIC PLAN CONSIDERATIONS

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

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

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution to Waive the Public Act 152 Health Care Requirements for 2021.

Introduced by the County Service and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO WAIVE THE PUBLIC ACT 152 HEALTH CARE REQUIREMENTS FOR 2021

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

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

WHEREAS, commencing January 1, 2021, the County will continue with the current plan medical benefits and will self-insure a portion of the health insurance cost; and

WHEREAS, the uncertainty associated with the savings from this makes it very difficult to determine if the County will be in compliance with the hard caps or the 80% requirements and therefore the County administration is recommending that Ingham County Board of Commissioners exempt the County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2021 as permitted by MCL 15.568.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby exempts Ingham County from the requirements of Public Act 152 of 2011 for the medical benefit plan coverage year commencing January 1, 2021 as permitted by MCL 15-568.

TO: Board of Commissioners County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: September 30, 2020
SUBJECT: Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2021 and Authorizing Letters of Agreement with Bargaining Units

For the meeting agendas of October 20 and October 21

BACKGROUND

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

The Ingham County Health Care Coalition has investigated options for the County's 2021 health care plan and has agreed to changes in the premium sharing agreement for 2021. It has also been determined by the Health Care Coalition that 50% of the net savings from 2019 and 2020 should be used to fund an employer contribution to employee health savings accounts (HSAs) in the amount of \$700 single/\$1,400 2-Person/Full Family coverage (prorated on a quarterly basis for new hires) for employees enrolled in the base health insurance option.

It has also been determined by the Health Care Coalition that the premium rates should be calculated with the same methodology as for 2020 premium rates and be established as shown on the attached calculation sheet and that the health insurance waiver rates should remain the same as 2020 rates as follows:

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

ALTERNATIVES

The Board of Commissioners may elect to approve or not approve the Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2021 and Authorizing Letters of Agreement with Bargaining Units.

FINANCIAL IMPACT

The financial impact will vary dependent upon actual experience during 2021 based upon employee election of benefits.

STRATEGIC PLAN CONSIDERATIONS

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

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

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2021 and Authorizing Letters of Agreement with Bargaining Units.

2021 RATES ACTIVE EMPLOYEES

Benefit Plan	Employee Monthly	Employee Per Pay	Employer Monthly	TOTAL
<u>PHP BASE</u>				
Single FT, TQ, PT, ST	\$0.00	\$0.00	\$560.31	\$560.31
2 Person FT, TQ	\$0.00	\$0.00	\$1,344.74	\$1,344.74
Family FT	\$0.00	\$0.00	\$1,680.90	\$1,680.90
Family TQ	\$336.16	\$168.08	\$1,344.74	\$1,680.90
2 Person PT, ST	\$752.40	\$376.20	\$592.34	\$1,344.74
Family PT, ST	\$1,088.56	\$544.28	\$592.34	\$1,680.90
<u>PHP STANDARD</u>				
Single FT, TQ, PT, ST	\$94.26	\$47.13	\$628.40	\$722.66
2 Person FT, TQ	\$301.63	\$150.82	\$1,508.15	\$1,809.78
Family FT	\$377.03	\$188.52	\$1,885.17	\$2,262.20
Family TQ	\$377.02	\$188.51	\$1,508.15	\$1,885.17
2 Person PT, ST	\$879.75	\$439.88	\$628.40	\$1,508.15
Family PT, ST	\$1,256.77	\$628.39	\$628.40	\$1,885.17
<u>PHP HIGH</u>				
Single FT, TQ, PT, ST	\$217.06	\$108.53	\$723.54	\$940.60
2 Person FT, TQ	\$520.95	\$260.48	\$1,736.50	\$2,257.45
Family FT	\$651.18	\$325.59	\$2,170.61	\$2,821.79
Family TQ	\$434.11	\$217.06	\$1,736.50	\$2,170.61
2 Person PT, ST	\$1,012.96	\$506.48	\$723.54	\$1,736.50
Family PT, ST	\$1,447.07	\$723.54	\$723.54	\$2,170.61
FT= Full Time TQ= 3/4 Time PT= Part Time ST= Shared Time				
<u>WAIVER:</u>				
Single	\$131.22			
Two Person	\$222.22			
Family	\$249.66			

Introduced by the County Service and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE INGHAM COUNTY
HEALTH CARE COALITION FOR EMPLOYEE BENEFITS FOR 2021 AND AUTHORIZING
LETTERS OF AGREEMENT WITH BARGAINING UNITS**

WHEREAS, the Ingham County Health Care Coalition investigated options for the County's health care plan and has agreed to changes in the premium sharing agreement for 2021; and

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

WHEREAS, it was determined by the Health Care Coalition that 50% of the net savings from 2019 and 2020 should be used to fund an employer contribution to employee health savings accounts (HSAs) in the amount of \$700 single/\$1,400 or full-family coverage (prorated on a quarterly basis for new hires) for employees enrolled in the base health insurance option; and

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

WHEREAS, it was also determined by the Health Care Coalition that the health insurance waiver rates should remain the same as 2020 rates as follows:

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the recommendations of the Health Care Coalition and authorizes the use of up to 50% of the net savings from 2019 and 2020 to fund an employer contribution to employee health savings accounts in the amount of \$700 single/\$1,400 two-person or full-family coverage (prorated on a quarterly basis for new hires) for employees enrolled in the base health insurance option.

BE IT FURTHER RESOLVED, that funds remaining of the 50% net savings from 2019 and 2020 after distribution to health savings accounts shall be held in reserve for future employee premium cost share reduction initiatives as recommended by the Ingham County Health Care Coalition.

BE IT FURTHER RESOLVED that, beginning on January 1, 2021 the health insurance waiver rates for all eligible employees shall remain the same as 2020 rates as follows:

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

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

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the applicable bargaining unit letters of agreement and any other appropriate documents after review and approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: October 8, 2020
SUBJECT: Resolution to Accept Community Development Block Grant Funding through the CARES Act
For the meeting agendas of October 19 and October 21

BACKGROUND

The Coronavirus Aid, Relief and Economic Security Act (CARES Act), Public Law 116-136, makes available supplemental Community Development Block Grant (CDBG) and Emergency Solutions Grant ESG-CV funding for grants to prevent, prepare for, and respond to Coronavirus (COVID-19). The CDBG grant will provide flexibilities for grantees to expedite the use of grant funds to help address the challenges facing our nation during this historic public health crisis. The Michigan Strategic Fund has invited Counties to accept Community Development Block Grant Program funds to support CDBG CARES Funding.

The proposed list of projects is as follows:

Various COVID-19 Related Expenses	\$190,261.61
Greater Lansing Food Bank Appropriation	\$50,000
Holy Cross Homeless Shelter	\$78,474.98
Meals for Homeless Sheltered in Hotels	\$1,060
Habitat for Humanity Sneeze Shields	\$5,744
CACS Foreclosure Prevention Services	\$110,000
Physical Infrastructure – Equipment to Launder PPE, Plexiglass Dividers	\$20,000
TOTAL	\$455,540.59

ALTERNATIVES

Ingham County may be forced to find alternative sources of funding for coronavirus relief activities that have taken place, which could include the general fund. This grant funding would be preferred to relieve any additional pressures on the general fund.

FINANCIAL IMPACT

Ingham County will seek to receive up to \$455,540.59 in CDBG funds to reimburse for unexpected costs associated with COVID-19.

STRATEGIC PLANNING IMPACT

This resolution supports the long term objective of meeting basic needs.

OTHER CONSIDERATIONS

NA

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 ACCEPT COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING
THROUGH THE CARES ACT**

WHEREAS, the Coronavirus Aid, Relief and Economic Security Act (CARES Act), Public Law 116-136, makes available supplemental Community Development Block Grant (CDBG) and Emergency Solutions Grant ESG-CV funding for grants to prevent, prepare for, and respond to Coronavirus (COVID-19); and

WHEREAS, the CDBG grant will provide flexibilities for grantees to expedite the use of grant funds to help address the challenges facing our nation during this historic public health crisis; and

WHEREAS, the Michigan Strategic Fund has invited Counties to accept Community Development Block Grant Program funds to support CDBG CARES Funding; and

WHEREAS, Ingham County will seek to receive up to \$455,540.59 in CDBG funds to reimburse for unexpected costs associated with COVID-19; and

WHEREAS, the proposed projects (Attachment A) will benefit all residents of the project area and 48.1% percent of the residents of the Ingham County are low and moderate income persons as determined by census data provided by the U.S. Department of Housing and Urban Development.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby designates the Controller/Administrator as the Certifying Officer and the person authorized to certify the Michigan CDBG pre-agreement documents.

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

Attachment A

Various COVID-19 Related Expenses	\$190,261.61
Greater Lansing Food Bank Appropriation	\$50,000
Holy Cross Homeless Shelter	\$78,474.98
Meals for Homeless Sheltered in Hotels	\$1,060
Habitat for Humanity Sneeze Shields	\$5,744
CACS Foreclosure Prevention Services	\$110,000
Physical Infrastructure – Equipment to Launder PPE, Plexiglass Dividers	\$20,000
TOTAL	\$455,540.59

TO: Board of Commissioners Finance Committee
FROM: Michael A. Townsend, Budget Director
DATE: October 9, 2020
SUBJECT: 2021 Appropriations Resolution
For the meeting agendas of 10/21/20 Finance

BACKGROUND

Attached is the 2021 Appropriations Resolution, which will adopt the 2021 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget hearing held on September 9, 2020 and incorporating the changes the Finance Committee approved on October 7, 2020.

ALTERNATIVES

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

FINANCIAL IMPACT

This resolution will adopt Ingham County's spending plan for 2021. The details of this budget can be found in the "2021 Ingham County Budget as Recommended by the Finance Committee" that will be mailed to the Board of Commissioners meeting and available on line.

OTHER CONSIDERATIONS

A public hearing on the 2021 Budget will be held at the Board of Commissioners meeting on Tuesday, October 27, 2020. A notice of public hearing will appear in the City Pulse on Wednesday, October 14, 2020.

RECOMMENDATION

The Controller's Office recommends the adoption of the 2021 Appropriations Resolution as recommended by the Finance Committee.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

INGHAM COUNTY 2021 GENERAL APPROPRIATIONS RESOLUTION

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

WHEREAS, county offices, the courts, county departments, and others have submitted requests for a county appropriation in the 2021 budget; and

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

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

WHEREAS, the Finance Committee has reviewed each liaison committees' recommendations and together with its own Strategic Planning Initiatives Fund allotment; and

WHEREAS, since the presentation of the Controller's Recommended Budget the State of Michigan has voted to hold counties harmless with regard to 2021 revenue sharing and the Controller has recommended a change to incorporate the additional revenue. The Finance Committee has reviewed the recommendation and made modifications and has presented a recommended balanced budget to the Board of Commissioners and to the public; and

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

THEREFORE BE IT RESOLVED, that the 2021 Ingham County Budget, as set forth in the Finance Committee Recommended Budget, dated September 09, 2020 and incorporated by reference herein, is hereby adopted on a basis consistent with Ingham County's Budget Adoption and Amendment Policies and subject to all county policies regarding the expenditure of funds and the conditions set forth in this resolution.

BE IT FURTHER RESOLVED, that the following tax levies are hereby authorized for the 2020 tax year/2021 budget year for a total county levy of 11.911 mills, including authorized levies for General Fund operations and special purpose millages:

2020/21 Millage Summary

<u>Purpose</u>	<u>Millage</u>
General Operations	6.7615
General Operations – Indigent Veterans Support	.0329
Special Purpose - Emergency Telephone Services	.8500

Special Purpose - County-wide Transportation	.5995
Special Purpose - Juvenile Justice	.5995
Special Purpose - Potter Park Zoo and Potter Park	.4096
Special Purpose – Farmland/Open Space Preservation	.1398
Special Purpose – Health Care Services	.6294
Special Purpose – Trails and Parks	.4996
Special Purpose – Animal Shelter	.2398
Special Purpose – Justice	.8493
Special Purpose – Elder Person	.3000

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Acts 106 and 107, 1985 (Convention Facility Tax revenue) shall not be used to reduce the County's 2020/2021 operating millage as defined by Public Act 2, 1986.

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

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Act 264 of 1987 (Health and Safety Fund Act) shall not be used to reduce the County's 2020/2021 operating millage levy, and that 11/17 of the actual Health and Safety Fund Act revenue not used to reduce the County's operating tax rate shall be appropriated to the Ingham County Health Department budget for those public health prevention programs and services whose costs are in excess of 1989 appropriation levels.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

BE IT FURTHER RESOLVED, that any request for reappropriation to the 2021 budget of funds not spent in 2020 for a specific project must be received by the Budget Office no later than March 15, 2021, otherwise the request for reappropriation will not be considered.

BE IT FURTHER RESOLVED, that the following changes recommended by the Controller approved by the Finance Committee be incorporated:

\$ -3,161,449	State Revenue Available above Budgeted State Revenue
\$ 619,584	Eliminate Remaining Balance of Employee Concessions
\$ 1,359,591	Eliminate Use of Trails & Parks Millage to Fund Parks Operating Budget
\$ 691,811	Eliminate Use of Juvenile Justice Millage to Fund Child Care Fund Expenses Normally Funded by General Fund
\$ 411,075	Restore Contingency Account plus Remainder
\$ 79,388	Restore Funding for ICSO Deputy Position

TO: Board of Commissioners & Finance Committees

FROM: Gregg Todd, Controller

DATE: October 14, 2020

RE: Resolution to Amend Resolution #20-327 to Remove the Moratorium on County Hiring and the Filling of Vacant Positions Effective November 1, 2020

For the meeting agendas of: October 21

BACKGROUND

Resolution #20-327 established a moratorium and hiring freeze through December 31, 2020 due to the financial impacts that Covid-19. At the time 20-327 was approved, there was a great deal of financial uncertainty with the remainder of 2020 and fiscal year 2021. Since that time, Ingham County's fiscal forecast has improved greatly due to the following:

- Corona Relief Local Government Grants (CRLGG) - \$2.3 million received which can be used to fund 2020 General Fund public safety payroll expenses;
- State Revenue Sharing - \$3.1 million restored to 2021 General Fund budget.

As you will see below, these two actions taken by the state, combined with a continued effort to reduce controllable expenses have resulted in a reduced estimated used of fund balance for 2020 from \$4,563,135 to \$2,662,591.

2020 General Fund Projection: August vs October

<u>Revenues</u>	<u>August 10</u>	<u>October 9</u>
2020 Amended Budget Revenue	85,952,422	86,090,666
Projected Revenue Sharing Shortfall	(2,860,000)	(1,450,000)
Personal Property Tax	(180,000)	(180,000)
Various Fee Revenues	(800,000)	(500,000)
MDOC Jail Bed Revenue	(200,000)	(160,000)
Interest Revenue	(100,000)	(160,000)
Public Safety/Health Payroll Reimbursement Grant	1,500,000	800,000
CRLGG Grant	0	2,300,000
CDBG Grant	0	267,067
Projected Revenue	83,312,422	87,007,733
<u>Expenses</u>	<u>August 10</u>	<u>October 9</u>

2020 Amended Budget Expenses	88,900,925	89,039,169
Attrition/Furlough Days/Hiring Freeze	(2,500,000)	(1,700,000)
Vacation Payout (YTD)	1,124,632	1,208,957
Controllable Expenses	(800,000)	(1,200,000)
Estimated FEMA Grant Match	150,000	0
Transfers to Other Funds	1,000,000	1,500,000
YTD COVID Expense	0	547,198
Proposed - End Hiring Freeze November 1	0	275,000
Projected Expenses	87,875,557	89,670,324
Budgeted Use of Fund Balance	2,948,503	2,948,503
Projected Use of Fund Balance	4,563,135	2,662,591
2019 Year End Fund Balance*	16,300,338	16,300,338
2020 Budgeted Year End Fund Balance*	13,351,835	13,351,835
2020 Projected Year End Fund Balance*	11,737,203	13,637,747

*Does not included \$10.79 million budget stabilization fund

ALTERNATIVES

The alternative would be leave #20-327 in place with no amendments until December 31, 2020. This will negatively affect the departments that have lost staff but are not exempt to the hiring freeze.

FINANCIAL IMPACT

Advertising, interviewing and selecting a candidate takes time. By lifting the hiring freeze effect November 1, 2020, the 2020 fiscal impact will be minimal; we have conservatively estimated the General Fund impact would be \$275,000 in 2020 (see table above).

OTHER CONSIDERATIONS

Other considerations would be to leave the hiring freeze in effect until December 31, 2020.

RECOMMENDATION

Based on the current General Fund forecast and the negative affect the hiring freeze is having on departments, we respectfully request that Resolution #20-327 be amended to lift the hiring moratorium and hiring freeze on November 1, 2020. All other terms and conditions of Resolution #20-327 remain in effect.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #20-327 TO REMOVE THE MORATORIUM ON COUNTY HIRING AND THE FILLING OF VACANT POSITIONS EFFECTIVE NOVEMBER 1, 2020

WHEREAS, due to the COVID-19 outbreak in Michigan which began in March, 2020, Ingham County began fiscal planning for a worst-case scenario for the remainder of 2020 and 2021; and

WHEREAS, the August projected 2020 year end use of fund balance was \$4,563,135 which was \$1,614,632 more than the 2020 budgeted use of fund balance; and

WHEREAS, since the August projections, Ingham County has received \$2,300,000 from the State of Michigan in Corona Relief Local Government Grants (CRLGG) that may be applied to 2020 emergency worker payroll expenses; and

WHEREAS, the projected 2020 end of year use of fund balance is now \$2,662,591 which is \$283, 912 less than the 2020 budgeted use of fund balance; and

WHEREAS, the State of Michigan approved 2021 State Revenue Sharing for counties at the 2020 budgeted amount, which restored \$3,161,449 to the 2021 Ingham County Budget; and

WHEREAS, the additional State Revenue Sharing funding and the CRLGG funding has eliminated the need for employee concessions in 2020 and 2021; and

WHEREAS, the hiring freeze is becoming a burden on Ingham County Government staffing levels; and

WHEREAS, the updated 2020 end of year projected use of fund balance of \$2,662,591 includes an estimated \$275,000 in additional employee payroll costs if the moratorium on county hiring and the filling of vacant positions were lifted on November 1, 2020; and

WHEREAS, Ingham County's fiscal situation has dramatically improved since the passage of Resolution #20-327.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amend Resolution #20-327 to eliminate the moratorium on County hiring and the filling of vacant positions effective November 1, 2020.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #20-327 remain in effect.