

CHAIRPERSON  
MARK GREBNER

VICE-CHAIRPERSON  
DEB NOLAN

VICE-CHAIRPERSON PRO-TEM  
DON VICKERS

FINANCE COMMITTEE  
ANDY SCHOR, CHAIR  
PENELOPE TSEBNOGLOU  
DEB NOLAN  
REBECCA BAHAR-COOK  
BRIAN McGRAIN  
STEVE DOUGAN

## **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, AUGUST 17, 2011 AT 5:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [July 20, 2011](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Drain Commissioner - Resolution Pledging Full Faith and Credit to [Deer Creek Drain](#) Drainage District 2011 Notes and/or Bonds
2. Probate Court - Resolution to Approve Contracts for [Attorney Services](#) for Probate Court in Guardian Ad Litem Matters
3. Circuit Court/Family Division - Resolution Authorizing Entering into a Contract for [Attorney Services](#) for Juvenile Delinquency and Truancy Matters
4. Health Department
  - a. Resolution to Authorize 2011-2012 Public Health Service Agreement with the [Ingham Health Plan Corporation](#)
  - b. Resolution to Authorize a Consulting Agreement with the Michigan Association for [Local Public Health](#)
  - c. Resolution to Authorize the Intergovernmental Transfer of Ingham County Funds to Support [DSH Payments](#) to Ingham Regional Medical Center and Sparrow Health System
  - d. Resolution to Authorize [Amendment #3](#) to the 2010-2011 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health
5. Veteran Affairs - Resolution to Authorize a [Re-Organization](#) in Ingham County Department of Veteran Affairs and a Waiver of the Hiring Freeze/Delay
6. Animal Control - Resolution to Authorize a Part-Time [Veterinary](#) Position for the Purpose of Addressing the Veterinary Care and Spay and Neuter of Shelter Animals at the Animal Control Department

7. Ingham County Office of Homeland Security & Emergency Management - Resolution to Recommend Entering into Contract with West Shore Services, Inc. and VisionAIR, Inc. Utilizing Homeland Security Grant Program (HSGP) Funds
8. Facilities Department - Resolution Authorizing Entering into a Contract with [VidCom](#) Solutions for Installation of New Software for the Galaxy System Upgrade at the Veterans Memorial Courthouse and Grady Porter Building
9. Parks & Recreation Commission
  - a. Resolution Authorizing the Approval of Amendment #1 with the Department of Natural Resources to Improve the Fishing Dock at [Burchfield Park](#)
  - b. Resolution Authorizing the Establishment of Ingham County [Employee Discount Activity User Fees](#)
10. Financial Services Department - Resolution to Authorize [Rehmann Robson](#) to Conduct an Audit of Ingham County for 2011, 2012 and 2013
11. Controller/Administrator's Office / 911
  - a. Resolution Authorizing a Contract with [VisionAir](#) for the Ingham County Sheriff's Office VisionMOBILE Police Work Technology Station Software Project Module on the New VisionAIR Computer Aided Dispatch (CAD) System
  - b. Resolution to Authorize Entering into an Agreement with [Advanced Wireless Telecom](#) to Purchase a New 911 Phone System with Eaton, Clinton, and Livingston County

Announcements  
Public Comment  
Adjournment

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

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

FINANCE COMMITTEE  
July 20, 2011  
Minutes

Members Present: Andy Schor, Penelope Tsernoglou, Deb Nolan, Rebecca Bahar-Cook, Steve Dougan, and Board Chairperson Grebner

Members Absent: Brian McGrain

Others Present: Teri Morton, Mary Lannoye, Michelle Rutkowski, Jill Rhode, Rhonda Swayze, Chuck Gray, Chad Riehl, Willis Bennett, Dean Sienko, Mark Kettner, Justin Spenski, Kris Williams, John Jacobs, and others

The meeting was called to order by Chairperson Schor at 5:35 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the June 22, 2011 Minutes and Closed Session Minutes

The June 22, 2011 Minutes were approved as amended: Page 5, Announcements, Paragraph 2, add "457 deferred compensation", delete "retirement" before the word "plan". To read as follows:

Comm. Dougan read an email from Jackson National Life who at this time does not have interest in providing a "**457 deferred compensation**" plan. Comm. Dougan explained different types of retirement options.

The June 22, 2011 Closed Session Minutes were approved as submitted.

Additions to the Agenda

9b. Late – Resolution Authorizing A One Year Collective Bargaining Agreement with the Michigan Association of Police – Law Enforcement Unit.

Limited Public Comment

None.

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

1. Sheriff's Office
  - a. Resolution to Enter Into an Agreement with the City of Lansing to Accept the 2011 Local Jag Grant from the Department of Justice
2. Community Corrections Advisory Board - Resolution Authorizing Entering Into a Contract with the City of Lansing for an Allocation of Funds to Ingham County/City of Lansing Community Corrections for the City 2011-2012 Fiscal Year

3. District Court - Resolution to Approve the Purchase of the Design and Implementation of Cisco Phones and Contact Center Express for the Ingham County District Court from Netarx, Inc.
4. Circuit Court - Resolution to Renew Agreement with Credit Bureau Collection Services, Inc. (CBCS) for Collection of Delinquent Debt Held by the Circuit Court
6. Veterans Affairs
  - a. Resolution Accepting a Monetary Donation from Mack Phelps for Emergency Assistance for Ingham County Veterans and Their Families
  - b. Resolution Accepting a Monetary Donation from Regency Beauty Salon for Emergency Assistance for Ingham County Veterans and Their Families
7. Parks & Recreation Commission
  - b. Resolution Authorizing an Increase in the Parks Department Imprest (Petty) Cash Fund by Seven Hundred Fifty Dollars (\$750)
  - e. Resolution Authorizing a Budget Adjustment to the Lake Lansing Park-South Beach House Roofing Project
8. Health Department
  - a. Resolution to Authorize a Contract Amendment with the Michigan Department of Human Services to Provide Administrative Support for Development of the Strong Families/Safe Children Program
  - b. Resolution to Authorize an Amendment to the Lease Agreement with Sparrow Health System
  - c. Resolution to Extend the Contract with Temple Smith to Support the Social Justice Project
  - d. Resolution to Extend Contracts with One Love Global, Inc., and the School Health Community Alliance of Michigan to Support the Health Equity Youth Academy
9. Human Resources
  - a. Resolution Certifying Representatives for the MERS Annual Meeting
  - b. Resolution Authorizing A One Year Collective Bargaining Agreement with the Michigan Association of Police – Law Enforcement Unit.
12. Controller/Administrator's Office
  - b. Resolution to Authorize a Contract for Legal Services with Cohl, Stoker & Toskey, P.C.
  - c. Resolution to Authorize Financial Adjustments for 2011 (*Materials to be Distributed Under Separate Cover*).

Note: The following typographical error needs correction in the resolution, 12 c.

The 2<sup>nd</sup> WHEREAS, change by adding “of” and changing “2010” to “2011”; and to read as follows with the changes identified in bold:

WHEREAS, accounting standard GASB 54 which changes the manner and title of the restriction and designation of Fund Balance will be effective as **of** December 31, **2011**; and

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

1. Sheriff's Office
  - b. Resolution to Amend the Delhi Township Police Services Contract by Adding a School Resource Officer

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO AMEND THE DELHI TOWNSHIP POLICE SERVICES CONTRACT BY ADDING A SCHOOL RESOURCE OFFICER.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO AMEND THE RESOLUTION BY CHANGING THE WORD “THEIR” TO “THIS” IN THE 4<sup>th</sup> WHEREAS. To read as follows:

WHEREAS, the Deputy Sheriff/School Resource Officer will begin **this** assignment on August 1, 2011; and

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT. Absent: Comm. McGrain

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Comm. McGrain

(Comm. Grebner arrived at 5:38 p.m.)

5. Department of Human Services - Resolution Authorizing a Line Item Shift in the Department of Human Services Child Care Fund Budget

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION AUTHORIZING A LINE ITEM SHIFT IN THE DEPARTMENT OF HUMAN SERVICES CHILD CARE FUND BUDGET.

Comm. Dougan asked for clarification of the overage and shortfall stating he understands there is a volatile swing in this budget. Ms. Morton will provide the Committee with further clarification from Mr. Rauch. There was a discussion of the budget.

Comm. Grebner suggested approving the resolution contingent upon the Human Services Committee approval of this resolution.

MOTION TO APPROVE THE RESOLUTION CONTINGENT UPON THE APPROVAL OF THE HUMAN SERVICES COMMITTEE CARRIED UNANIMOUSLY. Absent: Comm. McGrain

7. Parks & Recreation Commission

- a. Resolution Authorizing an Agreement Between the City of Lansing and the County of Ingham for Maintenance of Certain City Parks

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. TSEKNOGLOU, TO APPROVE THE RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF LANSING AND THE COUNTY OF INGHAM FOR MAINTENANCE OF CERTAIN CITY PARKS.

Comm. Schor asked Mr. Willis to provide a brief summary of the contract. Mr. Willis explained mowing hours, labor issues, mapped boundaries, purchase of new equipment and the 30-day termination clause. Mr. Willis assured the Committee no equipment will be purchased until there is a signed contract. Comm. Schor explained the need for the offer to have an expiration date of November 1, 2011.

MOTION CARRIED with Comm. Dougan Voting “no”. Absent: Comm. McGrain

- c. Resolution Authorizing a Michigan Community Service Commission AmeriCorps Grant Position Placement for the Parks Department

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION AUTHORIZING A MICHIGAN COMMUNITY SERVICE COMMISSION AMERICORPS GRANT POSITION PLACEMENT FOR THE PARKS DEPARTMENT.

Comm. Dougan expressed his concern that volunteers do not receive paychecks and would like the word volunteer changed.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. NOLAN, TO AMEND THE RESOLUTION BY CHANGING THE WORD REFERRING TO THE “AMERICORPS VOLUNTEER” TO “AMERICORPS POSITION” in the 3<sup>rd</sup> and 4<sup>th</sup> WHEREAS AND THEREFORE BE IT RESOLVED.

To read as follows:

3<sup>rd</sup> WHEREAS:

WHEREAS, on October 6, 2009, the Power of We Consortium notified the Ingham County Parks Department that they were selected as a host site for an AmeriCorps **position**; and

4<sup>TH</sup> WHEREAS:

WHEREAS, the AmeriCorps **position** would expand the Parks Department's volunteer programs and support trail maintenance, planning, and management of natural areas in Ingham County Parks; and

THEREFORE BE IT RESOLVED:

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into a placement agreement, on behalf of the Parks Department as "Host Site," with AmeriCorps to oversee the AmeriCorps **position** for 900 hours from January 3, 2011 through July 1, 2011 one-third, \$2,896, to be paid from funds in the approved 2011 parks budget, seasonal wage line item 208-75500-705000-51000 and the balance paid from a Power of We Grant.

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT. Absent: Comm. McGrain

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.  
Absent: Comm. McGrain

- d. Resolution Authorizing Payment to Planned Migration and Ed Novak for the Shipping of Rhinos from Sedgwick Zoo and Miami Zoo to Potter Park Zoo

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION AUTHORIZING PAYMENT TO PLANNED MIGRATION AND ED NOVAK FOR THE SHIPPING OF RHINOS FROM SEDGWICK ZOO AND MIAMI ZOO TO POTTER PARK ZOO.

Comm. Dougan asked why the memo is dated February 16, 2011. Mr. Bennett stated it was a typographical error, but is retro-active. Comm. Dougan asked how retro-active. Mr. Bennett stated 30 days.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

- f. Resolution Authorizing a Budget Adjustment to the Hawk Island Park Tubing and Snowboard Hill Projects

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. TSERNOGLOU, TO APPROVE THE RESOLUTION AUTHORIZING A BUDGET ADJUSTMENT TO THE HAWK ISLAND PARK TUBING AND SNOWBOARD HILL PROJECTS.

Mr. Bennett explained the original project was developed by a previous director. He further explained the initial budget for the tubing hill did not include funding for grooming equipment or the soil erosion permits. Since then there has been an increase in equipment and permit costs. He also noted that he was working with the City to reduce the cost of the soil erosion permits.

Mr. Bennett expressed his concern of the increase in costs stating that purchasing refurbished equipment could cut costs, as well as, using funds that are available where projects have come in under budget or projects that could be put on hold.

Comm. Dougan asked to compare the toboggan hill at Burchfield because it is only usable when it was snowing. Mr. Bennett explained that the toboggan run was very expensive to maintain because it was a concrete trough that requires mixing water and snow into slush and trowelling in freezing temperatures. He stated that is why there is no longer a toboggan run. Mr. Bennett further explained that the snow making equipment can be used in reasonable temperatures creating a longer operating season and resulting in increased revenues.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

- g. Resolution Authorizing the Purchase of Snow Making Equipment for Hawk Island

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. TSERNOGLOU, TO APPROVE THE RESOLUTION AUTHORIZING THE PURCHASE OF SNOW MAKING EQUIPMENT FOR HAWK ISLAND.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

- h. Resolution Authorizing the Purchase of Snow Tubing and Snow Boarding Lifts for Hawk Island

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. TSERNOGLOU, TO APPROVE THE RESOLUTION AUTHORIZING THE PURCHASE OF SNOW TUBING AND SNOW BOARDING LIFTS FOR HAWK ISLAND.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

- 8. Health Department
  - e. Resolution to Authorize Acceptance of the Child and Adolescent Health Center Awards from the Michigan Department of Community Health

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION TO AUTHORIZE ACCEPTANCE OF THE CHILD AND ADOLESCENT HEALTH CENTER AWARDS FROM THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH.

Comm. Dougan expressed his concern of school closings, and in particular Ottawa Area ISD. Dr. Sienko stated that possibility has been considered and essentially they would transfer the services to another Lansing Area School. He noted they would be sensitive to a location where there is a service need and in cooperation with that school.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

- 10. Board of Commissioners - Resolution to Re-Establish the Position of Health Officer Within the Health Department



MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION TO RE-ESTABLISH THE POSITION OF HEALTH OFFICER WITHIN THE HEALTH DEPARTMENT.

Comm. Grebner updated the Committee with information from the County Services Committee meeting specifically the re-evaluation of the category, duties and salaries for both a physician and non-physician applicant.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

11. Financial Services - Presentation of the Comprehensive Annual Financial Report (*Please Bring Report Previously Distributed at the Board of Commissioners' Meeting*).

Ms. Rhode and Mr. Kettner presented the Comprehensive Annual Financial Report. Ms. Rhode provided the fund balances, explained accounting concerns and the measures taken to correct those concerns. Ms. Rhode noted that the Drain Commission now has an individual report that the Commissioners are welcome to review upon request. Mr. Kettner explained the outline of the report, the statistics page, and the auditor's opinion.

The Committee discussed the Comprehensive Annual Financial Report.

12. Controller/Administrator's Office
  - a. Resolution Authorizing a Revised Project Design for the Consolidated 911 Dispatch Center

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. TSERNOGLOU, TO APPROVE THE RESOLUTION AUTHORIZING A REVISED PROJECT DESIGN FOR THE CONSOLIDATED 911 DISPATCH CENTER.

Comm. Dougan expressed his concern that all the Commissioners should be made aware of any expenditure of the second \$200,000.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. NOLAN, TO AMEND THE LANGUAGE AMENDED AT THE COUNTY SERVICES MEETING, BY ADDING "AND NOTIFICATION TO EACH BOARD MEMBER".

To read as follows:

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an additional appropriation of up to \$400,000 from the 911 Emergency Telephone Services Fund, thereby increasing the project budget from \$ 5.2 million to up to \$ 5.6 million, *with the second \$200,000 contingent upon approval of the Board Chairperson and County Controller, and notification to each Board Member.*

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT. Absent: Comm. McGrain

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.  
Absent: Comm. McGrain

d. Discussion of Fund Balances

Materials were handed out and the Committee discussed the fund balances. Ms. Morton will provide the Committee with a historical analysis of general fund revenues and expenditures spreadsheet.

Announcements

Comm. Bahar-Cook invited the Commissioners to attend the Ingham Academy Fund Raiser Dinner on July 28, 2011. The price is \$25/pp or \$40/couple.

Public Comment

None.

The meeting adjourned at approximately 7:07 p.m.

Respectfully submitted,

Julie Buckmaster

## AUGUST 17, 2011 FINANCE AGENDA STAFF REVIEW SUMMARY

### RESOLUTION ACTION ITEMS:

The Controller's Office is recommending approval of the following resolutions:

1. Drain Commissioner - *Resolution Pledging the Full Faith and Credit to Deer Creek Drain Drainage District 2011 Notes and/or Bonds*

The Drain Commissioner is requesting Board approval for a Note and/or Bond, not to exceed \$1 million that will finance the Deer Creek, Holt Road Branch Drain petition project. The project results from a petition submitted by the Ingham County Road Commission to alleviate road flooding. Please see Mr. Lindemann's memorandum for additional information.

2. Probate Court - *Resolution to Approve Contracts for Attorney Services for Probate Court in Guardian Ad Litem Matters*

This resolution would approve a new Probate Court guardian ad litem contract for providing investigations in guardianship, conservatorship, and other matters for the time period of September 1, 2011 through December 31, 2011 from the existing Probate Court 2011 budget. A Probate Court Investigator position currently fulfills most of its responsibilities for having a guardian ad litem and for providing investigations in guardianship, conservatorship, and other cases. Due to a retirement, this position will be vacant after August 19, 2011 so the Court has creatively devised this as a lower costs solution to performing these functions for the remainder of this year. This contract will also be a recommendation for the Controller's Office as part of the 2012 budget process. The annual cost will be a \$48,000, which represents a reduction in cost of about \$31,000 to \$36,000 annually from the bottom to the top of the scale for the former position, mileage and parking costs.

3. Circuit Court/Family Division - *Resolution Authorizing Entering into a Contract for Attorney Services for Juvenile Delinquency and Truancy Matters*

This resolution would approve the renewal of an existing contract that was approved as a one-year Pilot project to provide legal representation on juvenile delinquency cases on Judge Richard J. Garcia's docket as well as truancy matters assigned to the Family Division. The Court will provide data at the Judiciary Committee meeting to demonstrate that the Pilot project was successful in providing competent legal representation for the clients as well as more cost effective representation when compared to the Courts normal Court Appointed Attorney Roster.

Please note two BIFR's in the original Resolution #10-276 from last year:

BE IT FURTHER RESOLVED, the contract duration will be for the time period of September 1, 2010 through August 31, 2011 and the Pilot Data will be reevaluated by the Circuit Court Family Division and the Board of Commissioners prior to implementation on September 1, 2011.

BE IT FURTHER RESOLVED, if this program is continued, the Board of Commissioners intends to create an appropriate selection mechanism.

(See attached memo, data will be presented at the Judiciary Committee.)

4a. Health Department - *Resolution to Authorize 2011-2012 Public Health Service Agreement with the Ingham Health Plan Corporation*

This resolution authorizes a Public Health Service Agreement for 2011-2012 with the Ingham Health Plan Corporation (IHPC). The IHPC will contract with Ingham County to purchase public health services provided to low income residents of Ingham County. The IHPC proposes to purchase services for up to \$2,617,569. The purchased services include: Public Health Nursing, Adult Dental, Outreach and Enrollment, and Support for the Ingham Community Health Center Network.

4b. Health Department - *Resolution to Authorize a Consulting Agreement with the Michigan Association for Local Public Health*

This resolution authorizes a consulting agreement with the Michigan Association for Local Public Health (MALPH) to reimburse the County for expenses the Health Department incurred in conducting a regional health needs assessment meeting on July 26, 2011. This meeting was held to gather input on the health priorities of Michiganders in support of Michigan Department of Community Health's (MDCH) upcoming application for national accreditation. MALPH will reimburse the Health Department up to \$10,000 for the expenses related to this meeting. Expenses incurred for the meeting were approximately \$1,200. Additional costs will include travel expenses for attendees who came from outside the Lansing area. In addition, MALPH will also compensate the Health Department in the amount of \$5,000 for facilitating the meeting.

4c. Health Department - *Resolution to Authorize the Intergovernmental Transfer of Ingham County Funds to Support DSH Payments to Ingham Regional Medical Center and Sparrow Health System*

The attached resolution will authorize the County Controller and the County Treasurer to transfer to the State of Michigan up to \$3.8 million from the Health Fund to support Disproportionate Share Hospital Payments to Ingham Regional Medical Center and Sparrow Health System. The transfers will be made after confirmation of the following conditions:

- ◆ Ingham Regional Medical Center and/or Sparrow Health System have signed Indigent Care Agreement(s) with the Ingham Health Plan Corporation for the time period of October 1, 2011 through September 30, 2012.
- ◆ The Ingham Health Plan Corporation has executed an agreement with Ingham County to purchase administrative support services and an agreement with Ingham County to provide primary care services and outreach services.
- ◆ The State has indicated that Ingham Regional Medical Center and/or Sparrow Health System are eligible to receive ICA-based DSH payments at the level supported by the intergovernmental transfer.

4d. Health Department - *Resolution to Authorize Amendment #3 to the 2010-2011 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health*

This resolution authorizes Amendment #3 of the 2010-2011 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH). The CPBC Agreement is the annual process whereby the MDCH transmits State and Federal funds to Ingham County to support public health programs.

The CPBC Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #3 will increase the budget for Comprehensive Local Health Services from \$5,185,280 to \$5,205,019 for a net increase of \$19,739. The Amendment makes the following specific changes in the budget:

1. Bioterrorism, a decrease of \$4,976 to \$26,185.
2. Family Planning/BCCCP Joint Project, an increase of \$715 to \$13,695.
3. PRIME local learning collaborative, new funding of \$24,000.

5. *Veteran Affairs - Resolution to Authorize a Re-Organization in Ingham County Department of Veteran Affairs and a Waiver of the Hiring Freeze/Delay*

The Deputy Director will be retiring effective September 30, 2011. This resolution would eliminate the Deputy Director Position and replace it with a Veteran Benefits Counselor effective October 1, 2011. The reorganization would result in a savings of \$9,651 in 2012 and will be included in the Controller's budget recommendation.

6. *Animal Control - Resolution to Authorize a Part-Time Veterinary Position for the Purpose of Addressing the Veterinary Care and Spay and Neuter of Shelter Animals at the Animal Control Department*

Animal control has historically contracted for veterinary services at the shelter. They have had difficulty finding interested contractors. The current veterinarian accepted the bid on a short term basis and would like to opt out but has agreed to stay until a replacement is found. The resolution would authorize the establishment of a part time veterinary position at the MCF 08 grade effective September 1, 2011. Funds are available within the Animal Control budget.

7. *Ingham County Office of Homeland Security & Emergency Management - Resolution to Recommend Entering into Contract with Vendors West Shore Services, Inc., and VisionAIR Inc. Utilizing Homeland Security Grant Program (HSGP) Funds*

This resolution would authorize vendor selection and final costs for two previously approved grant projects. The Ingham County the Board of Commissioners previously approved through Resolution #10-379 the acceptance of FY 2009 Homeland Security Grant Program Funds, and specifically the following two grant funded projects.

- 1) Ingham County Alert & Warning Sirens Project to include (4) four sirens to be installed at the following locations: (1) Aurelius Twp, (1) Alaiedon Twp, and (2) in East Lansing.
- 2) Updating VisionCAD in the Emergency Operations Center (EOC).

West Shore Services, Inc., has been selected to purchase and install 4 Alert & Warning Sirens for a total cost of \$79,600.00.

VisionAIR has been selected for VisionCAD backup dispatch software in the amount of \$9,294.00.

The total cost of these two previously approved grant projects are not to exceed \$88,894.00.

8. Facilities Department - *Resolution Authorizing Entering Into a Contract with VidCom Solutions for Installation of New Software for the Galaxy System Upgrade at the Veterans Memorial Courthouse and Grady Porter Building*

The resolution would authorize the purchase of a software upgrade for the security systems located at the Grady Porter Building and the Veterans Memorial Courthouse. The purchase order would be issued to the current vendor VidCom Solutions in an amount not to exceed \$28,933. The Facilities Department worked with Purchasing and determined that other security systems were cost prohibitive. Funds are available within the 2011 Capital Improvements Project line item.

9a. Parks & Recreation Commission - *Resolution Authorizing the Approval of Amendment #1 with the Department of Natural Resources to Improve the Fishing Dock at Burchfield Park*

The Board authorized a DNR grant to fund improvements to the fishing dock in 2009. The resolution would extend the completion deadline from June 30, 2011 to December 31, 2011.

9b. Parks and Recreation Commission - *Resolution Authorizing the Establishment of Ingham County Employee Discount Activity User Fees*

The County's Wellness Committee has asked to partner with the Parks Department in an effort to promote county employee physical activity. The resolution authorizes a \$1 dollar discount off the standard rate for Ingham county employees. Available activities would include rowboat rentals, pedal boat rentals, canoeing and kayaking, disc golf, cross country skiing, snow tube rental and snowboarding hill. The employee discount would not apply to vehicle entrance fees and will only apply to the employee, not family.

10. Financial Services Department - *Resolution to Authorize Rehmann Robson to Conduct an Audit of Ingham County for 2011, 2012, and 2013*

The resolution would extend the contract with our existing audit firm for another three years at the same cost as 2010 (\$71,375). Please refer to Jill Rhode's memorandum for additional information.

11a. Controller/Administrator's Office/911 - *Resolution Authorizing a Contract with VisionAIR for the Ingham County Sheriff's Office VisionMOBILE Police Work Technology Station Software Project Module on the New VisionAIR Computer Aided Dispatch (CAD) System*

This resolution would authorize a contract with VisionAIR, Inc. for the purchase of the VisionMOBILE Police Work Technology Station Software Project module for the Sheriff's Office to be used in conjunction with the Lansing 911 Center VisionAIR CAD System that is scheduled to go live in late September (Estimated live date is September 22, 2011).

The VisionAIR cost is \$115,000 and we are recommending a 5% project contingency cost of \$5,750 for a total project cost of \$120,750.00.

- VisionAIR VisionMOBILE	\$ 115,000.00
Plus Project Contingency Fund	<u>5,750.00</u>
TOTAL PROJECT COSTS	\$ 120,750.00

\* This quote includes itemized GSA pricing

The funds of up to \$120,750 will come from the 911 Fund for Management and System Improvements. This would enable the Sheriff's Office to both maintain current capabilities and be upgraded to enhanced features. (See attached communication.)

11b. *Controller/Administrator's Office/911 - Resolution to Authorize Entering into an Agreement with Advanced Wireless Telecom to Purchase a New 911 Phone System with Eaton, Clinton, and Livingston County*

This resolution would authorize entering into an agreement to purchase Ingham County's portion of a new 911 phone system from Advance Wireless Telecom in the amount of \$708,649.15, in addition \$47,500 is approved to move and consolidate the phone system from the Lansing and East Lansing 911 Center's to the new Ingham County 911 Center for a total contract cost of \$756,149.15. Finally, a five percent contingency fund is also authorized in the amount of \$37,807.85 for a total project cost of up to \$793,957. This is the culmination of a multi year effort with Clinton, Eaton, and Livingston Counties to identify a common phone vendor to use for all four 911 Dispatch Centers. The joint purchase allows for the sharing of common costs thus reducing individual costs, having the ability for each agency to back each other up in the case of a disaster, and having a common system that each 911 Center is familiar with so knowledge can be shared, systems can be shared and operational efficiency can be realized.

Ingham County's portion of the costs for this project will be paid for from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements up to \$693,957 and through a public safety technology grant from the U.S. Department of Justice, Office of Community Oriented Policing Services \$100,000. (See attached communication)

**Memo to County Services Committee and Finance Committees**

**From:** Patrick E. Lindemann, Ingham County Drain Commissioner

**Re:** Deer Creek, Holt Road Branch Drain Petition Project

August 4, 2011

I am requesting that the Board of Commissioners grant full faith and credit of the County for the Note that will finance the Deer Creek, Holt Road Branch Drain petition project. Such action by the Board is customary because it helps to obtain a lower interest rate on the bonds, resulting in lower costs for the municipalities and property owners of the drainage district who are liable to pay for benefit of the project. The municipality with benefit at-large for this Project is the Township of Wheatfield. The County of Ingham will receive an at-large assessment for benefit to county roads. There are 31 properties within the Special Assessment District for this project.

The project results from a petition submitted by the Ingham County Road Commission to alleviate road flooding. More recently my office has received frequent complaints from farmers in the area about flooding of farm fields. The Project includes installation of over 2,500 feet of pipe, and construction of a relief outlet into Deer Creek. The work will be done pursuant to a DEQ permit to insure protection of regulated wetlands in the area.

While I will not have a cost for the Project until the bids are opened and the total computation of cost is prepared, my consulting engineers and financial advisors are comfortable with the amount of \$1,000,000 as a "not-to-exceed" figure. Project construction is expected to commence in September, 2011 and to be completed by May, 2012.

The Project bid documents contain contract requirements for nondiscrimination and prevailing wage, all pursuant to my adopted policies and consistent with the Board of Commissioners' resolutions.

I plan on attending your Committee meetings on August 16<sup>th</sup> and August 17<sup>th</sup>, and the Board meeting on August 23<sup>rd</sup> to answer questions. Thank you for consideration of my request.

It is an honor and privilege to serve the citizens of Ingham County.



Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION PLEDGING FULL FAITH AND CREDIT  
TO DEER CREEK DRAIN DRAINAGE DISTRICT 2011 NOTES AND/OR BONDS**

**RESOLUTION # \_\_\_\_\_**

ARTICLE 1 Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on August 23, 2011, at 6:30 p.m. local time.

PRESENT: Commissioners \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Commissioners \_\_\_\_\_

The following resolution was offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_:

WHEREAS, pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the "Drain Commissioner"), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Act"), for the making of certain intra-county drain improvements referred to as the Deer Creek, Holt Road Branch Drain Petition Project (the "Project") which is being undertaken by the Deer Creek Drain Drainage District (the "Drainage District") in the Deer Creek, Holt Road Branch Drain Special Assessment District (the "Special Assessment District"); and

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District's Note, Notes (the "Notes") or Bonds (the "Bonds") in an amount not-to-exceed \$1,000,000 pursuant to the Act; and

WHEREAS, the principal of and interest on the Bonds or Notes will be payable from assessments to be made upon benefited properties in the Special Assessment District; and

WHEREAS, the Ingham County Board of Commissioners (the "Board") may, by resolution adopted by a majority vote of two-thirds of the members of the Board, pledge the full faith and credit of Ingham County (the "County") for the prompt payment of the principal of and interest on the Notes pursuant to Section 434 of the Act; and

WHEREAS, the Board may, by resolution adopted by a majority of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds pursuant to Section 276; and

WHEREAS, the pledge of the full faith and credit of the County to the Notes or Bonds will reduce the cost of financing the Project and will be a benefit to the people of the County.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Notes and/or the Bonds in an amount not to exceed \$1,000,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Notes and/or Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Notes and/or Bonds when due.

2. Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made upon benefited properties in the Special Assessment District as provided in the Act.

3. The Chairperson of the Board, the County Clerk, the County Treasurer and any other official of the County, or any one or more of them, are authorized and directed to take all actions necessary or desirable for the issuance of the Notes and/or Bonds, and to execute any documents or certificates necessary to complete the issuance of the Notes and/or Bonds, including, but not limited to, any applications including applications to the Michigan Department of Treasury, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules or regulations.

4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

YEAS: Commissioners \_\_\_\_\_  
\_\_\_\_\_

NAYS: Commissioners \_\_\_\_\_

ABSTAIN: Commissioners \_\_\_\_\_

**COUNTY SERVICES:**

**Yeas:** \_\_\_\_\_

**Nays:** \_\_\_\_\_ **Absent:** \_\_\_\_\_ **Approved:** \_\_\_\_\_

**FINANCE:**

**Yeas:** \_\_\_\_\_

**Nays:** \_\_\_\_\_ **Absent:** \_\_\_\_\_ **Approved:** \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Mike Bryanton, County Clerk, Ingham County

STATE OF MICHIGAN )

) SS

COUNTY OF INGHAM )

I, Mike Bryanton, the duly qualified and acting Clerk of Ingham County, Michigan (the "County") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on August 23, 2011, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 23<sup>rd</sup> day of August, 2011.

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Mike Bryanton  
County Clerk, Ingham County

# MEMORANDUM

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TO:                   Judiciary Committee  
                          Finance Committee  
                          Board of Commissioners

FROM:               George M. Strander  
                          Probate Court Administrator & Probate Register

DATE:               August 4, 2011

RE:                   Resolution Authorizing Contract for Guardian-ad-Litem Services

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In an effort to save expenses for the 2012 budget, the Probate Court is proposing to eliminate its Investigator position after the current occupant of the position retires on August 19 of this year. The investigator's guardian-ad-litem duties must be performed, and the Probate Court's proposal is that the duties be provided through a contract with local attorneys who already provide General Probate attorney representation services for the court. The negotiated annual expense of the contract is \$48,000. The current annual cost of the Investigator position, including salary, benefits, paid mileage, and paid parking, is approximately \$81,000. This equates to an annual \$31,000 savings for the county.

With the Investigator position essentially being eliminated from August 19 onwards, there is also a need to have these duties provided for the last four months of 2011. We propose that we enter into a contract for guardian-ad-litem services with the attorneys referenced above for the months of September through December of this year. A draft of such a contract, along with a resolution approving such a contract, is attached.

Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE CONTRACTS FOR ATTORNEY SERVICES  
FOR PROBATE COURT IN GUARDIAN AD LITEM MATTERS**

WHEREAS, the Ingham County Probate Court currently has an Investigator position by which the Court fulfills most of its responsibilities for having a guardian ad litem and for providing investigations in guardianship, conservatorship, and other cases; and

WHEREAS, the duties of this position must be fulfilled, even if the position were to be eliminated; and

WHEREAS, the current cost of this position – salary, benefits, mileage, and parking – is approximately \$81,000 per year; and

WHEREAS, this position will be vacant after August 19 because of retirement; and

WHEREAS, the Court wishes to provide some savings to the County in light of current budgetary pressures while maintaining required services; and

WHEREAS, it is possible to contract out the investigator duties in lieu of having an Investigator position; and

WHEREAS, the attorneys currently providing in-court General Probate attorney services, Robert Refior and Elias Kafantaris, have provided exemplary service; and

WHEREAS, attorneys Refior and Kafantaris have the ability to take on the duties of the investigator in a contract, and have indicated they are willing to do same for an annual compensation of \$48,000; and

WHEREAS, attorneys Refior and Kafantaris are open to entering into an initial four-month contract for the months of September through December of 2011 at a pro-rated amount of \$16,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approve Probate Court's guardian ad litem contract for providing investigations in guardianship, conservatorship, and other matters for the time period of September 1, 2011 through December 31, 2011 from the existing Probate Court budget as follows:

- 1) Attorney Robert Refior not to exceed \$8,000
- 2) Attorney Louis Kafantaris not to exceed \$8,000

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 and the County Clerk are authorized to sign any necessary contractual documents consistent with this Resolution and approved as to form by the County Attorney.

# **MEMORANDUM**

To:            Judiciary and Finance Committees

From:         Maureen Winslow

Date:          August 4, 2011

Re:            Resolution to Extend Contract for Attorney Services

The Resolution presented with this memo is requesting the authority to enter into a contract with Mr. Peter Brown for another year to provide legal representation on juvenile delinquency cases on Judge Richard J. Garcia's docket as well as truancy matters assigned to the Family Division.

Attorney Peter Brown has provided the above stated services since September 1, 2010. In addition to budget savings, the cases have been handled in an appropriate and efficient manner.

The budget savings includes approximately \$11,000 in delinquency matters and \$6,000 in truancy cases for a total of approximately \$17,000 saved in attorney fees.

It is requested the contract will be in effect from September 1, 2011 through August 31, 2012 and all funds will be taken out of the Family Division's existing 2011 and 2012 budgets.

Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT FOR ATTORNEY SERVICES FOR JUVENILE DELINQUENCY AND TRUANCY MATTERS**

WHEREAS, the Ingham County Circuit Court Family Division, by statute and Constitution, must provide legal counsel to juvenile respondents in juvenile delinquency cases who are indigent; and

WHEREAS, the Ingham County Circuit Court Family Division, in an attempt to reduce costs for attorney fees, has piloted a program to provide required legal representation to indigent juveniles on a contractual basis; and

WHEREAS, this piloted program involved juvenile delinquency cases assigned to the Honorable Richard J. Garcia and all truancy matters assigned to the family Division; and

WHEREAS, the attorney who performed the legal duties on the above stated cases is Mr. Peter Brown who provided the legal services in an appropriate and efficient manner; and

WHEREAS, by assigning these cases to Mr. Peter Brown, the savings to the budget has been approximately \$11,000 for delinquency cases and an additional \$6,000 in truancy matters for a total of approximately \$17,000 savings in attorney fees; and

WHEREAS, the Circuit Court Family Division would like to extend the contract for Attorney Peter Brown to provide legal representation on juvenile delinquency cases assigned to Judge Richard J. Garcia for one year in the amount of \$15,000 as well as truancy matters assigned to the Family Division in the amount of \$10,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Mr. Peter Brown at a cost not to exceed \$25,000 to represent juvenile respondents in delinquency matters assigned to the Honorable Richard J. Garcia and to represent juvenile respondents in truancy matters brought to the Ingham County Circuit Court Family Division.

BE IT FURTHER RESOLVED, the contract duration will be for the time period of September 1, 2011 through August 31, 2012.

BE IT FURTHER RESOLVED, the contract amounts of \$15,000 for delinquency matters and \$10,000 for truancy cases shall be taken out of the Family Division's existing 2011 and 2012 budgets.

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





MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Dean G. Sienko, M.D., M.S., Health Officer

Date: August 3, 2011

Subject: Resolution to Authorize Public Health Service Agreement with Ingham Health Plan Corporation

This is a recommendation to authorize a Public Health Service Agreement for 2011-2012 with the Ingham Health Plan Corporation (IHPC).

The IHPC will contract with Ingham County to purchase public health services provided to low income residents of Ingham County. The IHPC proposes to purchase services for up to \$2,617,569. The purchased services include:

Public Health Nursing  
Adult Dental  
Outreach and Enrollment  
Support for the Ingham Community Health Center Network

I recommend that the Board of Commissioners adopt the attached resolution and authorize the proposed agreement with the Ingham Health Plan Corporation.

Attachment

c: Deb Brinson, w/attachment  
John Jacobs w/attachment  
Holly Wilson w/attachment  
Robin Reynolds w/attachment  
Jayson Welter w/attachment  
CHC Board of Directors, w/ attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE 2011-2012 PUBLIC HEALTH SERVICE AGREEMENT  
WITH THE INGHAM HEALTH PLAN CORPORATION**

WHEREAS, the Ingham Health Plan Corporation (IHPC) has historically contracted with Ingham County to purchase services to serve low-income populations in Ingham County; and

WHEREAS, the IHPC proposes to contract with Ingham County to purchase services from the Ingham County Health Department during the period October 1, 2011 through September 30, 2012; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize a Public Health Services Agreement with the Ingham Health Plan Corporation.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Public Health Services Agreement, for up to \$2,617,569, with the Ingham Health Plan Corporation, through which the IHPC will purchase from Ingham County the following public health services:

- Public Health Nursing
- Adult Dental
- Outreach and Enrollment
- Support for the Ingham Community Health Center Network

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2011 through September 30, 2012.

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

## MEMORANDUM

TO: Human Services Committee  
Finance Committee

FROM: Dean G. Sienko, M.D., Health Officer

DATE: August 4, 2011

RE: Resolution to Authorize a Consulting Agreement with the Michigan Association for Local Public Health

Like many state and local health departments, the Michigan Department of Community Health (MDCH) intends to apply for national accreditation in the coming years. Under Public Health Accreditation Board rules, MDCH must first complete a statewide community health needs assessment before it applies.

MDCH has turned to the Michigan Association for Local Public Health (MALPH) for help with coordinating several regional health needs assessment meetings to gather input on the health priorities of Michiganders. MALPH is asking local health departments to facilitate these meetings.

The Ingham County Health Department facilitated such a meeting on July 26, 2011, for Region 1, which is comprised of eight local health departments. This work included advising MDCH on the structure of the meeting, arranging for the space and food, arranging for audio-visual equipment and inviting guests. Approximately 94 people from throughout Mid-Michigan attended the meeting held at Pattengill Middle School in Lansing. The meeting went well and MDCH received good data to support its needs assessment.

MALPH will reimburse the Health Department up to \$10,000 for the expenses related to this meeting. Expenses incurred for the meeting were approximately \$1,200. Additional costs will include travel expenses for attendees who came from outside the Lansing area. In addition, MALPH will also compensate the Health Department in the amount of \$5,000 for facilitating the meeting. In order to receive these funds, and be reimbursed for our expenses, MALPH is requesting the Health Department to sign a consulting agreement.

I recommend that the Board approve this resolution authorizing a consulting agreement in order for the Health Department to be reimbursed and compensated for facilitating this meeting.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONSULTING AGREEMENT  
WITH THE MICHIGAN ASSOCIATION FOR LOCAL PUBLIC HEALTH**

WHEREAS, the Michigan Association for Local Public Health (MALPH) is coordinating a series of community health needs assessment meetings across Michigan to gather input on the health priorities of Michiganders on behalf of the Michigan Department of Community Health; and

WHEREAS, MALPH is entering into consulting agreements with local governments to facilitate these meetings; and

WHEREAS, the Ingham County Health Department facilitated such a meeting on July 26, 2011, at Pattengill Middle School in Lansing; and

WHEREAS, MALPH will reimburse the Health Department up to \$10,000 for expenses related to facilitating the meeting through a consulting agreement; and

WHEREAS, MALPH will compensate the Health Department \$5,000 for its role in facilitating this meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a consulting agreement with the Michigan Association for Local Public Health for facilitation of the July 26, 2011 community health needs assessment meeting at Pattengill Middle School in Lansing.

BE IT FURTHER RESOLVED, that the term of the agreement is July 25, 2011 through September 30, 2011.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2011 Budget in order to implement this resolution.

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

**MEMORANDUM**

TO: Human Services Committee  
Finance Committee

FROM: Dean Sienko, M.D., Health Officer

DATE: August 3, 2011

RE: Authorization for the Intergovernmental Transfer of Funds to Support Disproportionate Share Hospital payment to Ingham Regional Medical Center and Sparrow Health System

This is a recommendation to authorize the transfer of funds to the State of Michigan for the purpose of supporting Disproportionate Share Hospital (DHS) payments to Ingham Regional Medical Center and Sparrow Health System. The Federal government approved Michigan's Medicaid State Plan Amendment TN No. 05-13, effective June 1, 2006, which created an "Indigent Care Agreements Pool" for hospitals which qualified for Medicaid Disproportionate Share ("DSH") payments and allowed them to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital had an Indigent Care Agreement with a local health care entity, such as Ingham Health Plan Corporation; and (b) the Indigent Care Agreement stipulated that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs. Both Ingham Regional Medical Center and Sparrow Health are qualified to receive these special payments.

The Ingham Health Plan Corporation (IHPC) was created in 1998 as a non-profit corporation for the purposes of promoting, arranging, and managing an effective system of health care in a manner which decreases the cost of health care services to the community at large and persons unable to pay for such care. The Corporation also supports certain public health services which are directed at low-income, uninsured persons, including services delivered by the Ingham County Health Department.

The attached resolution will authorize the County Controller and the County Treasurer to transfer to the State of Michigan up to \$3.8 million annually from the Health Fund to support Disproportionate Share Hospital Payments to Ingham Regional Medical Center and Sparrow Health System. The transfers will be made after confirmation of the following conditions:

- ◆ Ingham Regional Medical Center and/or Sparrow Health System have signed Indigent Care Agreement(s) with the Ingham Health Plan Corporation for the time period of October 1, 2011 through September 30, 2012.
- ◆ The Ingham Health Plan Corporation has executed an agreement with Ingham County to purchase administrative support services and an agreement with Ingham County to provide primary care services and outreach services.
- ◆ The State has indicated that Ingham Regional Medical Center and/or Sparrow Health System are eligible to receive ICA-based DSH payments at the level supported by the intergovernmental transfer.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the intergovernmental transfers.

Attachment

c: Debra Brinson w/attachment  
John Jacobs w/attachment  
Jayson Welter w/attachment  
Robin Reynolds w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE INTERGOVERNMENTAL TRANSFER OF INGHAM COUNTY FUNDS TO SUPPORT DSH PAYMENTS TO INGHAM REGIONAL MEDICAL CENTER AND SPARROW HEALTH SYSTEM**

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

WHEREAS, the Federal government has approved Michigan's Medicaid State Plan Amendment TN No. 05-13, effective June 1, 2006, which created an "Indigent Care Agreements Pool" for hospitals qualifying for Medicaid Disproportionate Share ("DSH") payments to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital has an Indigent Care Agreement with a local health care entity, such as Ingham Health Plan Corporation; and (b) the Indigent Care Agreement stipulates that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs; and

WHEREAS, Ingham Health Plan Corporation purposes include promoting, organizing, managing and administering programs to create a system for providing or arranging and paying for health care services in a cost effective manner for persons unable to pay for such health care services; and

WHEREAS, Ingham Health Plan Corporation will enter into an Indigent Care Agreement with Ingham Regional Health Center and/or Sparrow Health System, requiring Ingham Health Plan Corporation to directly or indirectly operate a program of arranging and paying for health care to low-income individuals with special needs who are not covered under other public or private health care programs and who are unable to pay for such services; and

WHEREAS, both the Federal government and the State of Michigan participate in the financing of the Indigent Care Agreements Pool, with the Federal government matching the State's portion pursuant to the Federal medical assistance percentage formula; and

WHEREAS, certain intergovernmental transfers of public funds from Ingham County may be made to the State of Michigan to be used as the State's share in claiming the Federal match; and

WHEREAS, the Controller/Administrator and the Health Officer recommend that the Board of Commissioners authorize the intergovernmental transfer of up to \$3.8 million from the appropriation to the Health Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the County Treasurer and the County Controller/Administrator to implement intergovernmental transfers of up to \$3.8 million from the Health Fund to the State of Michigan for the purpose of contributing to Disproportionate Share Hospital payments made through the Indigent Care Agreements Pool to Ingham Regional Medical Center and Sparrow Health System.

BE IT FURTHER RESOLVED, that the intergovernmental transfers are authorized once the following conditions are in place:

- ◆ Ingham Regional Medical Center and/or Sparrow Health System have signed Indigent Care Agreement(s) with the Ingham Health Plan Corporation for the time period of October 1, 2011 through September 30, 2012.
- ◆ The State has indicated via the Michigan Department of Community Health website or another mechanism that Ingham Regional Medical Center and/or Sparrow Health System are eligible to receive Indigent Care Agreement-based DSH payments in the amount that would be supported by the Ingham County intergovernmental transfer.
- ◆ The Ingham Health Plan Corporation has executed an agreement with Ingham County to purchase administrative support services and an agreement with Ingham County to provide primary care services and outreach services.

BE IT FURTHER RESOLVED, that this Resolution shall be effective October 1, 2011 through September 30, 2012.

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

## MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Dean Sienko, M.D. Health Officer

Date: August 1, 2011

Subject: CPBC Agreement Amendment #3 for 2010-2011

This is a recommendation to authorize Amendment #3 of the 2010-2011 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH). The CPBC Agreement is the annual process whereby the MDCH transmits State and Federal funds to Ingham County to support public health programs. The CPBC Agreement establishes the funding levels and the terms and conditions under which the funds are disbursed. The Board of Commissioners authorized the 2010-2011 Agreement in Resolution #10-334 and authorized amendments in resolutions #11-115, #11-149 and #11-184. We expect this to be the final amendment of the 2010-2011 fiscal year.

The CPBC Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #3 will increase the budget for Comprehensive Local Health Services from \$5,185,280 to \$5,205,019 for a net increase of \$19,739. The Amendment makes the following specific changes in the budget:

1. Bioterrorism, a decrease of \$4,976 to \$26,185.
2. Family Planning/BCCCP Joint Project, an increase of \$715 to \$13,695.
3. PRIME local learning collaborative, new funding of \$24,000.

Regarding Item 1, reduction in funding to support bioterrorism activities under public health emergency preparedness: this adjustment is the result of differences between CDC and MDCH fiscal years. CDC support for bioterrorism preparedness has been reduced in the *next* fiscal year. However, the CDC fiscal year starts in August so the change is reflected in this year's MDCH budget. This change is fully anticipated in our 2011-12 proposed budget.

Regarding Item 3, support for the PRIME local learning collaborative: these funds are for continuing the work that Ingham and Washtenaw Counties are doing on health equity and social justice first authorized by the Board of Commissioners in resolution #11-042.

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

c: John Jacobs w/attachment



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2010-2011  
COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING AGREEMENT  
WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH**

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

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

WHEREAS, the MDCH and Ingham County have entered into a 2010-2011 Agreement for the delivery of public health services under the Comprehensive Planning, Budgeting and Contracting (CPBC) process as authorized by Resolution #10-334 and amended in Resolutions #11-115, #11-149 and #11-184; and

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #3 to the 2010-2011 Comprehensive Planning, Budgeting, and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH).

BE IT FURTHER RESOLVED, that the total amount of CPBC funding shall increase from \$5,185,280 to \$5,205,019 for a net increase of \$19,739.

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

1. Bioterrorism, a decrease of \$4,976 to \$26,185.
2. Family Planning/BCCCP Joint Project, an increase of \$715 to \$13,695.
3. PRIME local learning collaborative, new funding of \$24,000.

BE IT FURTHER RESOLVED, that the Health Officer, Dean Sienko, MD, and John Jacobs, Chief Financial Officer of the Health Department, are authorized to submit Amendment #3 of the 2010-2011 CPBC grant documents electronically through the Mi-E Grants system.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2011 Budget in order to implement this resolution.

**Agenda Item 5**

**TO:** Human Services Committee  
 County Services Committee  
 Finance Committee

**FROM:** Randy A. Marwede, Director, Ingham County Dept of Veteran Affairs

**DATE:** July 11, 2011

**RE:** Authorization for a Reorganization and Request of a Waiver of the Hiring Freeze/Delay

The position of Deputy Director (MCF 07, Position # 682002), Ingham County Department of Veteran Affairs will become vacant as a result of a retirement on September 30, 2011. This reorganization is proposed as a part of the 2012 budget process, and if approved will result in a savings of \$9,651, and will be included in the Controller’s recommendation.

	Title	Deputy Director	Veteran Benefits Counselor
Line Item	Desc	MCF07 Step 5	MCF05 Step 5
704000	Salary	\$54,190	\$46,467
720000	Longevity	\$1,800	\$1,800
	<b>Total Wages</b>	<b>\$55,990</b>	<b>\$48,267</b>
715000	FICA & med	\$4,283	\$3,692
716020	Hlth & Surcharge	\$14,205	\$14,205
716000	Dental	\$805	\$805
716200	Vision	\$114	\$114
717000	Life Insurance	\$126	\$126
717000	Disability	\$106	\$92
718000	Retirement	\$8,007	\$6,902
722000	Workers Comp	\$45	\$39
915050	Liability	\$977	\$842
722600	CARES	\$33	\$33
716040	Health Ins Trust	\$560	\$483
	<b>Total</b>	<b>\$85,251</b>	<b>\$75,600</b>
	<b>Savings</b>		<b>\$9,651</b>

Attached is the job description for Veteran Benefits Counselor position. Supervisory responsibilities performed by the Deputy Director will be absorbed by the Director and other non supervisory tasks will be distributed among other staff members.

This will allow the department to continue to have three counselors (two veteran benefits counselors and Director) providing services to our veterans. I am requesting authorization for fill the Veteran Benefits Counselor position immediately after September 30, 2011 to avoid a 33% drop in the Department’s ability to provide services to our clients.

Delays in services would include the following:

- *Intake, assessment, and referral of combat veterans seeking services for post traumatic stress disorder. This not only includes veterans from Afghanistan and Iraq but also Vietnam and Korea. Many veterans have difficulties working up the courage to seek treatment and it is this department's responsibility to encourage and respond promptly to these requests. We do not want to become another part of the bureaucracy that more often than not has a "take a number and stand in line attitude". Often times when a combat veteran is put off in their initial request to seek help they end up back "outside the wire" for a prolonged period of time. Often this results in encounters with local law enforcement, the judicial system and others. Currently at any one time there are approximately fifty veterans in 54B District Court in the Veteran Court Program. A significant number of these are combat veterans with untreated post traumatic stress disorder.*
- *Intake and processing of applications for emergency financial assistance. This Department has two programs that assist war era veterans and their dependents in meeting their basic needs in times of emergency. This would include requests for food, housing, and utilities. Since this Department has been receiving funding under PA 214 we have identified 75% of our clientele as indigent. 100% of veterans/surviving spouses requesting emergency assistance through these two programs are identified as indigent.*
- *Intake and processing of applications for pension and death pension claims. These are two programs that are income based and affect not only what would be considered "low income" clientele but also those that perhaps have "reasonable income" but have significant costs for nursing home care, assisted living care, adult foster care, in home attendant care etc. This would include our WWII veterans and their spouses, Korean War veterans and their spouses, and an ever increasing number of Vietnam Veterans and their spouses. These two programs help assist with the costs that are associated with ones inability to provide for their activities of daily living.*
- *Intake and processing of disability compensation claims (military related disabilities), burial benefits, loan guaranty benefits, transportation services, outreach activities and others.*

The budget office has been consulted on this request for reorganization and waiver of the hiring freeze/delay and there are no negative financial implications for these actions.

**Ingham County  
Veterans Benefits Counselor/Veterans Affairs**

General Summary

Under the supervision of the Director, interviews, counsels, and assists veterans and/or their dependents in obtaining assistance to which they are entitled.

Essential Functions

*An employee in this position may be called upon to do any or all of the following: (These examples do not include all the tasks which the employee may be expected to perform.)*

1. Interviews, counsels, and completes forms to assist veterans and/or their dependents in filing for any federal, state or county benefits.
2. Determines eligibility for county burial benefits. Determines eligibility for foundation fee.
3. Prepares appeals regarding denied claims.
4. Assists veterans/dependents in obtaining information regarding their claim when claimant is unable to do so.
5. Evaluates and determines validity of claim by reviewing legislation, regulations and precedents, and by studying veteran's medical reports and service history.
6. Assists veterans who are addicted to drugs and/or alcohol in obtaining proper assistance.
7. Assists veterans who have psychological problems in scheduling appointments for appropriate help.
8. Conduct intake interviews with applicants for emergency grant assistance from the Michigan Veterans Trust Fund and the Soldiers Relief Fund.
9. Issue purchase orders to insure that emergencies are met by the Michigan Veterans Trust Fund and the Soldiers Relief Fund.
10. When assigned, perform liaison duties and transport/assist veterans to VA Medical Centers for scheduled appointments.
11. Performs related duties as required.

Other functions

None listed.

Employment Qualifications

**Education:** Two years of college level course work in psychology, social work counseling, or related area of social services required.

**Experience:** One year of related experience in office administrative capacity including with the public. Proficient in MS Word and Excel.

**Other Requirements:**

*The requirements listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.*

**Physical Requirements:** This job requires the ability to perform the essential functions contained in this job description. These include, but are not limited to the following requirements: With or without accommodations, this employee must be capable of conducting and administering client services to veterans and their families. Work requires the ability to verbally communicate via the telephone and in person. Visually inspects and read legislation, journals, computer screens, files, and documents. Must be able to operate all office equipment such as; copiers, computers, fax, and telephone.

**Working Conditions:**

Works in office conditions.  
Exposure to individuals with various emotional/mental problems.  
Exposure to communicable diseases.

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A RE-ORGANIZATION IN INGHAM COUNTY  
DEPARTMENT OF VETERAN AFFAIRS AND A WAIVER OF THE  
HIRING FREEZE/DELAY**

WHEREAS, the position of Deputy Director will become vacant effective September 30, 2011, as a result of a retirement; and

WHEREAS, the Deputy Director's position will be eliminated and replaced with a Veteran Benefits Counselor's position as a result of the 2012 budget process; and

WHEREAS, any delay in hiring a Veteran Benefits Counselor would result in a substantial backlog in providing services to Ingham County veterans and their families; and

WHEREAS, the Veteran Affairs Director has indicated that no additional funds are required to implement the proposed changes.

THEREFORE BE IT RESOLVED, that the position of Deputy Director MCF 07, position #682002 is eliminated effective September 30, 2011.

BE IT FURTHER RESOLVED, that a Veteran Benefits Counselor MCF 05 position be established effective October 1, 2011.

BE IT FURTHER RESOLVED, that the hiring freeze/delay implemented by Ingham County Resolution #10-301 is waived for the purposes of hiring a Veteran Benefits Counselor MCF 05 effective October 1, 2011.

To: Mary Lannoye, Controller  
From: Jamie McAloon-Lampman, Director  
CC: Board of Commissioners  
Date: August 11, 2011  
Re: Proposal to Hire a Part-time Veterinarian

---

**Proposal to Hire a Part-time Veterinarian**

Ingham County Animal Control has historically contracted for veterinary services at the shelter to examine and treat sick and injured animals and prescribe medications. The annual renewal of the contract has always been tenuous as few, if any, applicants apply. We had persuaded a local veterinarian to apply until a more permanent vendor could be contracted; however, that permanent vendor has eluded us. Each time the position is up for renewal it struggles to attract candidates based on the wage amount, hours and contract requirements.

The current vendor (veterinarian) accepted the bid on a short term basis simply to help the shelter out. However, due to his busy practice he has expressed his desire to opt out but will continue until a replacement is found. However, he is proposing a higher rate of pay. His contract expired June 1, 2011. His proposal is double the current contract. I do not recommend extending the contract for another year.

**ICAC PROPOSAL:**

Hire a part-time veterinarian (instead of contracting) for 20 hours per week (which is an 8 hour increase) in a supervisor (management) position. Include in the job description spaying and neutering of animals and other medical procedures to be required as part of the service conducted at the shelter at no additional cost (ICAC's surgery suite will be completed by September 2011). ICAC will have the equipment and facilities to conduct such treatments.

**This proposal will accomplish several objectives:**

- It will fill the veterinarian position on a more permanent and stable basis and provide for additional supervision and training of animal care staff by a veterinarian
- It will increase the quality of care and provide much needed veterinary care of the high volume of sick injured and abused animals brought into the county's animal shelter.
- It will result in long term savings on funds and resources currently spent on injured animal care, surgical, spay/neuter and veterinary costs.

The current veterinary contract for 12 hours per week, \$10,823 annually. This amount has not increased since 2008 and does not include spay/neuter surgeries or veterinary visits and treatments at local veterinary clinics. Those expenses are paid separately.

The spay/neuter services average \$36,000 annually and office exams and treatments at local veterinarians average \$5000-8000. In addition, it does not include the costs of staff and department resources used to transport the animals to these clinics.

*The contract proposed by the current vendor is for 12 hours per week of service with **no spay/neuter or any other type of surgeries included.***

*Vendor's proposal for annual service at \$50 per hour, \$21,600.*

**ICAC Proposed Part-time Veterinary Position**

20 hours per week (includes part-time benefits). The vendor would conduct on average of 20 s/n surgeries each week or 960 animals annually. Savings would be realized as 90 percent of the animals would be spayed/neutered at the shelter greatly reducing staff and department resources used to transport animals to area clinics for exams and surgical treatments which cost the department a minimum of \$50 per office call plus the costs of the treatments.

**Funding Source:**

***This would not require any additional funds from the General Fund.***

**General Fund**

Shelter Veterinary Contract     \$10,823  
*(\$10,823 allocated for 2011 and 2012)*

Spay/Neuter Services Fund     \$30,000  
*(\$33,000 is budgeted for 2011 and \$30,000 for 2012)*

Veterinary Office/Exam Fund     \$5,700  
*(\$5700 is currently allocated for 2011 and 2012)*

---

**Total Costs                    Step 1 \$39,760 to Step 5 \$45,976**

**I propose the position to begin at Step 1 for the remainder of 2011 and into 2012. There are sufficient funds remaining in these accounts to fund this position starting September 1, 2011.**



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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A PART-TIME VETERINARY POSITION FOR THE PURPOSE OF ADDRESSING THE VETERINARY CARE AND SPAY AND NEUTER OF SHELTER ANIMALS AT THE ANIMAL CONTROL DEPARTMENT**

WHEREAS, the Ingham County Animal Control Department (ICAC) is dedicated to ensuring a safe environment along with clean and healthy facilities for animals, it requires adequate and necessary veterinary care and spay/neuter services to meet those needs; and

WHEREAS, each year, more-than 3,500 animals require shelter at ICAC and over 2,200 of those animals are either injured or seriously ill and require immediate veterinary attention and or over 1,500 require spay/neuter surgery; and

WHEREAS, as a result of limited resources and budget cut backs, ICAC is seeking to replace the part-time veterinary contracted position to become a part-time employee of the department to save funding and resources; and

WHEREAS, Ingham County Animal Control has for the last two postings failed to attract veterinary candidates interested in the previous part-time contracted position; and

WHEREAS, the Ingham County Animal Control Department is seeking a more permanent solution to the veterinary position by creating a part-time position that would provide increased hours of care along with in-house surgeries; and

WHEREAS, as a result the department would conduct spay/neuter surgeries in the shelter's in-house surgery suite thus resulting in a savings to the department for surgery costs, veterinary visits and department resources; and

WHEREAS, the result would be improved care of the animals and reduced costs related care of ill and inured as well as surgeries including spay and neuter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves creation of a part-time shelter Veterinarian position - MCF 08, 0.5 FTE (\$39,760 - \$45,976) effective September 1, 2011 to be funded by existing budgeted funds allocated for the purpose of veterinary services contract and spay and neuter services.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary adjustments to the Ingham County Animal Control Departments Budget and Position Allocation list.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners waives the current hiring freeze and hiring delay for this position.

**Agenda Item 7**

TO: Law Enforcement Committee  
Finance Committee

FROM: Sergeant Robert Ott, Ingham County Office of Homeland Security & Emergency  
Management

DATE: July 25, 2011

RE: Resolution to Recommend Entering into Contract with West Shore Services, Inc. and  
VisionAir, Inc. Utilizing Homeland Security Grant Program (HSGP) Funds

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The Ingham County Board of Commissioners previously approved through Resolution #10-379 the acceptance of FY 2009 Homeland Security Grant Program Funds, and specifically the following two grant funded projects.

- 3) Ingham County Alert & Warning Sirens Project to include (4) four sirens to be installed at the following locations: (1) Aurelius Twp, (1) Alaiedon Twp, and (2) in East Lansing
- 4) Updating VisionCAD in the Emergency Operations Center (EOC).

Since the Board of Commissioners' approval, vendors have now been identified for these two grant projects.

West Shore Services, Inc., has been selected to purchase and install 4 Alert & Warning Sirens for a total cost of \$79,600.00.

VisionAir has been selected for VisionCAD backup dispatch software in the amount of \$9,294.00.

The total cost of these two previously approved grant projects are not to exceed \$88,894.00.

I and the Ingham County Office of Homeland Security & Emergency Management will be in charge of coordinating the Alert & Warning Siren Project installation throughout Ingham County. The City of Lansing – Fiduciary Agent for the grant funds will reimburse Ingham County up to \$88,894.00 for these projects.

I recommend your approval.



Gene L. Wriggelsworth  
Sheriff  
1998-1999 President  
Michigan Sheriff's Association

Allan C. Spyke  
Undersheriff

## INGHAM COUNTY SHERIFF'S OFFICE

630 N. CEDAR STREET \* MASON, MICHIGAN 48854-1098  
TELEPHONE (517) 676-2431 • FAX: (517) 676-8299  
EMAIL wriggelsworth@ingham.org

June 29, 2011

Mr. James Hudgins  
Ingham County Purchasing Department  
PO Box 319  
Mason, MI 48854

**RE: Preferred Vendor Letter**

This letter is in regard to the purchase of Outdoor Warning Sirens for Ingham County.

We are purchasing Outdoor Warning Sirens from West Shore Services, Inc. of Allendale, MI using funds granted to us by the US Department of Homeland Security.

I am declaring that West Shore Services, Inc. of Allendale, MI is the Preferred Vendor for the Outdoor Warning Siren needs of the County of Ingham.

The Preferred Vendor status is based on the fact that the equipment we are purchasing is compatible with the Outdoor Warning Siren system currently in use in the County. West Shore Services, Inc. was the vendor and installer of the original County system. Other vendor's equipment will not be compatible. West Shore Services, Inc. is a registered County Vendor.

If you have questions in this matter, I am available.

Respectfully,

Sergeant Robert Ott, Program Manager  
Ingham County Sheriff's Office  
Office of Homeland Security and Emergency Management  
Mason, MI 48854



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*Advancing security and well-being.*

2645 Federal Signal Drive  
University Park, Illinois 60466-3195  
708-534-3400  
federalsignalpublicsafety.com

June 30, 2011

Ingham County Sheriff's Office  
Attn: Robert Ott  
630 North Cedar Street  
Mason, MI 48854

Mr. Ott,

The purpose of this letter is to inform you West Shore Services is the only Authorized Reseller of Federal Signal Outdoor Warning products for Public Safety agencies in the State of Michigan.

Federal Signal Alert and Notification Systems, a division of Federal Signal Corporation, is the sole manufacturer and distributor of the Alert and Notification equipment proposed in the quotations that have been submitted by our Manufacturer Representative, West Shore Services.

The Federal two-way digital equipment provided to Ingham County by West Shore Services is compatible with the existing two-way alert/notification systems in the county.

If I can answer additional questions or provide you with any information about the FWS product line, please feel free to contact me directly. In addition, you can find information about our products on our website at <http://www.federalwarningsystems.com>

Regards,

Chris Lopez  
Sales Manager  
Alert & Notification Division  
Federal Signal Corporation  
(805) 509-5094  
[clopez@federalsignal.com](mailto:clopez@federalsignal.com)

Introduced by the Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO RECOMMEND ENTERING INTO CONTRACT WITH  
WEST SHORE SERVICES, INC. AND VISIONAIR, INC. UTILIZING  
HOMELAND SECURITY GRANT PROGRAM (HSGP) FUNDS**

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive grant funds from the FY2009 Department of Homeland Security (DHS), Homeland Security Grant Program (HSGP); and

WHEREAS, the purpose of these grant funds is to purchase Alert & Warning Sirens for Ingham County and VisionCAD software for Ingham County EOC dispatch console; and

WHEREAS, the Ingham County Board of Commissioners previously authorized entering into a contract with the City of Lansing, to be the fiduciary agent for the FY 2009 Homeland Security Grant Program (HSGP); and

WHEREAS, vendors a have now been identified for these grant projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into contracts with West Shore Services, Inc., in the amount of Seventy nine thousand six hundred dollars (\$79,600.00) for the purchase of (4) Four Alert & Warning Sirens and with VisionAir for VisionCAD backup dispatch software in the amount of Nine thousand two hundred and ninety four dollars (\$9,294.00) at a total cost of the two projects not to exceed \$88,894.00.

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

**MEMORANDUM**

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: August 5, 2011

SUBJECT: **RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH VIDCOM SOLUTIONS FOR INSTALLATION OF NEW SOFTWARE FOR THE GALAXY SYSTEM UPGRADE AT THE VETERANS MEMORIAL COURTHOUSE AND GRADY PORTER BUILDING**

The resolution before you authorizes awarding a contract to VidCom Solutions to provide installation of new software for the Galaxy System Upgrade at the Veterans Memorial Courthouse as well as the Grady Porter Building.

VidCom Solutions is the recommendation of the Facilities and Purchasing Departments to perform the services. We are confident that they will provide us with the quality service we need to complete this project successfully.

The software and hardware will be installed by VidCom Solutions, an experienced and licensed vendor based in Lansing (Clinton County), VidCom is an authorized installer of the Galaxy System with the only other two authorized installers being located in the Grand Rapids area; and

Funding for this project has been approved in the 2011 CIP Line Item 664-23399-979000-1FC05. We would purchase the new security system utilizing the General Services Administration Contract number GS-07F-0092M.

I recommend approval of this resolution.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH VIDCOM SOLUTIONS FOR INSTALLATION OF NEW SOFTWARE FOR THE GALAXY SYSTEM UPGRADE AT THE VETERANS MEMORIAL COURTHOUSE AND GRADY PORTER BUILDING**

WHEREAS, the current software used for the Galaxy System at the Veterans Memorial Courthouse (VMC) and Grady Porter Building (GPB) is in need of upgrading, the Galaxy System is the primary system for security and access control at the Veterans Memorial Courthouse and Grady Porter Building, unlocking doors and preventing unauthorized access; and

WHEREAS, the current software is approximately 12 years old and is out dated resulting in a slow response time, replacement parts are no longer available; and

WHEREAS, corporate level software for the 120 card readers, 2 elevator control modules, data based programming, 16 cpu replacements and integrated badging at the VMC/GPB will be updated during this project; and

WHEREAS, upon this upgrade, the Facilities Department will be able to view the security system for multiple work stations and not just the Grady Porter Building as well as benefit from the enhanced security options; and

WHEREAS, the Facilities Department has determined that other security systems evaluated were to be cost prohibited; and

WHEREAS, the funds for this upgrade were approved in the 2011 CIP line item 664-23399-979000-1FC05 for Galaxy System Upgrade, we would purchase the new security system utilizing the General Services Administration Contract number GS-07F-0092M.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Purchasing Department to issue a Purchase Order in the amount of \$28,392.50 for the purchase of the upgraded security system from VidCom Solutions, 15559 South US-27 NE, Lansing, Michigan, 48906, for Galaxy System upgrade at the Veterans Memorial Courthouse and Grady Porter Building.

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

**INGHAM COUNTY PARKS DEPARTMENT**

121 E. Maple Street, P.O. Box 178, Mason, MI 48854  
(517) 676-2233; Fax (517) 244-7190

**MEMO**

**DATE:** July 27, 2011  
**TO:** County Services and Finance Committees  
**FROM:** Willis Bennett, Director  
**RE:** Resolution Authorizing Approval of Amendment #1 with the Department of Natural Resources to Improve the Fishing Dock at Burchfield Park

This resolution approves Amendment #1 of the Agreement with the Department of Natural Resources extending the Burchfield Fishing Dock project period completion deadline from June 30, 2011 to December 31, 2011 be approved.

Board of Commissioner Resolution #09-295 authorized the acceptance of a Michigan Natural Resources Trust Fund grant to fund improvements to the fishing dock at Burchfield Park.

The Ingham County Parks & Recreation Commission desires to complete the project as proposed in order to continue to provide recreational opportunities to the residents of Ingham County. The Parks Department petitioned the Department of Natural Resources for an extension due to weather delays affecting staff's ability to remove existing deteriorated boardwalk and begin replacing it with new boardwalk and attached fish habitat extensions. The Department of Natural Resources granted the Parks Department extension request on July 11, 2011.

The Parks & Recreation Commission supported this budget adjustment with the passage of a resolution at their July meeting.



Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE APPROVAL OF AMENDMENT #1  
WITH THE DEPARTMENT OF NATURAL RESOURCES TO IMPROVE  
THE FISHING DOCK AT BURCHFIELD PARK**

WHEREAS, Board of Commissioner Resolution #09-295 authorized the acceptance of a Michigan Natural Resources Trust Fund grant to fund improvements to the fishing dock at Burchfield Park; and

WHEREAS, the Parks Department petitioned the Department of Natural Resources for an extension due to weather delays affecting staff's ability to remove existing deteriorated boardwalk and begin replacing it with new boardwalk and attached fish habitat extensions; and

WHEREAS, the Department of Natural Resources granted the Parks Department extension request on July 11, 2011; and

WHEREAS, the Ingham County Parks & Recreation Commission desires to complete the project as proposed in order to continue to provide recreational opportunities to the residents of Ingham County.

THEREFORE BE IT RESOLVED, that Amendment #1 of the Agreement with the Department of Natural Resources extending the project period completion deadline from June 30, 2011 to December 31, 2011 be approved.

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

**INGHAM COUNTY PARKS DEPARTMENT**

121 E. Maple Street, P.O. Box 178, Mason, MI 48854  
(517) 676-2233; Fax (517) 244-7190

**MEMO**

**DATE:** August 1, 2011  
**TO:** County Services and Finance Committees  
**FROM:** Willis Bennett, Director  
**RE:** Resolution Authorizing the Establishment of Ingham County Employee Discount Activity User Fees

Since 1998, in an effort to contain health insurance costs, the Ingham County Wellness Committee's goal has been to promote overall good health practices for Ingham County Employees. Towards that end, the Wellness Committee has asked to partner with the Parks Department in an effort to promote county employee physical activity.

This resolution authorizes the following activities be made available to Ingham County Employees at a discounted rate of \$1.00 off the standard rate for each activity:

**Rowboat Rental at Hawk Island and Lake Lansing Park-South**

- Lake Lansing Park-South & Hawk Island Rate - \$4 for the 1<sup>st</sup> hour, \$4 for the 2<sup>nd</sup> hour, \$2 for each hour after that to a maximum of \$20

**Pedal Boat Rental at Hawk Island, Lake Lansing Park-South, and Burchfield Park**

- Rental rate at all parks – Weekdays \$4.50/half hour; Weekends & Holidays \$5.50/half hour; Seniors (60+) \$1/half hour

**Canoeing and Kayaking at Burchfield Park**

- Eaton Rapids Trip \$15; Bunker Road Trip \$12; McNamara Landing Trip \$10
- In Park Rental - \$4 for the 1<sup>st</sup> hour, \$4 for the 2<sup>nd</sup> hour, \$2 for each hour after that, to a maximum of \$12

**Disc Golf at Burchfield Park**

- \$4 for a daily pass for those 13 and older
- \$40 for an annual pass

**Cross Country Skiing at Burchfield Park and Lake Lansing Park-North**

- Burchfield Park Moonlight Ski – Adults \$6
- Burchfield Park & Lake Lansing Park-North Ski Rental – Adults \$7 for the 1<sup>st</sup> hour, \$3 for the 2<sup>nd</sup> hour, \$1 for the 3<sup>rd</sup> hour, to a maximum of \$11

**Snow Tube Rental at Hawk Island and Burchfield Park**

- Burchfield Park - \$1 for 2 hours
- Hawk Island – Adult Day Pass \$7

**Snowboarding Hill at Hawk Island**

- Rates yet to be set

An employee would simply show their paystub or County ID to receive the discount. This employee discount will not apply to vehicle entrance fees and will only apply to the employee, not their family. Some of the rates shown above are being reviewed for a small increase in 2012.

In an effort to coordinate the rollout of the “Wellness Challenge” in September with the announcement of this employee benefit this resolution will run concurrent with the August Parks & Recreation Commission. The Parks Planning Committee has discussed this concept at a previous meeting and was in favor of the proposal. It is the Wellness Committee’s hope that this employee discount will motivate employees to get up and get outside!

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE ESTABLISHMENT OF  
INGHAM COUNTY EMPLOYEE DISCOUNT ACTIVITY USER FEES**

WHEREAS, since 1998, in an effort to contain health insurance costs, the Ingham County Wellness Committee's goal has been to promote overall good health practices for Ingham County Employees; and

WHEREAS, the Wellness Committee has asked to partner with the Parks Department in an effort to promote county employee physical activity; and

WHEREAS, the Ingham County Parks & Recreation Commission supported this proposal at their August 2011 Commission meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the following activities be made available to Ingham County Employees at a discounted rate of \$1.00 off the standard rate for each activity:

- Rowboat Rental at Hawk Island and Lake Lansing
- Pedal Boat Rental at Hawk Island, Lake Lansing Park-South, and Burchfield Park
- Canoeing and Kayaking at Burchfield Park
- Disc Golf at Burchfield Park
- Cross Country Skiing at Burchfield Park and Lake Lansing Park-North
- Snow Tubes at Burchfield Park
- Snow Tube Hill at Hawk Island
- Snow Boarding Hill at Hawk Island

BE IT FURTHER RESOLVED, this employee discount does not apply to vehicle entrance fees.

BE IT FURTHER RESOLVED, this employee discount applies only to the employee.

**INGHAM COUNTY**  
**Financial Services Department**

Jill Rhode, Director

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P.O. Box 319 ● Mason, MI. 48854 ● Phone: (517) 676-7328 ● Fax: (517) 676-7337

TO: County Services and Finance Committees

FROM: Jill Rhode, Director of Financial Services

RE: Auditor Selection

DATE: May 20, 2011

The last year of our current contract with Rehmann Robson for audit services is 2010. We have been using Rehmann Robson service since 1994. In 2006, we bid for audit services and changed firms. We selected a smaller firm and were universally unhappy with the service we received. This was before my employment with the County, but I have reviewed the 2006 financial statements and agree that it was a substandard product. This was confirmed by the large number of comments we received from GFOA regarding the 12/31/06 CAFR.

After this experience, it was decided to return to Rehmann Robson for the remaining four years of the contract. They have conducted these audits and we have been pleased with the service we have received.

Governmental auditing is a “niche” market for CPAs and Rehmann is active and well respected in the area. The County is a complex organization due to the large number of funds and the number of component units which need to be combined into our financial report (Road Commission, Housing Commission, Drain Commission, Land Bank, Brownfield, and Medical Care Facility.) In addition, the large number and amount of federal grants increases the complexity regarding our audit. The County’s Single Audit report and the resulting compliance testing is of utmost importance since it insures we are in a position to continue to apply for and receive funding. We need a firm familiar with all areas of federal programs.

We do not currently have a “cozy” relation with our audit team. While we like them and appreciate their assistance, we often disagree on issues but can always come to a mutual understanding.

I have discussed the continuation of the current contract with the partner in charge of our engagement and he has agreed to continue for the next three years for the same cost as the 2010 service. I recommend we engage Rehmann to conduct the audit for 2011, 2012 and 2013.

If we choose to bid this service, we will have two options. The first is to engage a smaller firm which I believe the 2006 experience shows will not work. The second is to engage a larger firm which will cost substantially more money. This is what we discovered when we bid in 2006 and the situation has not changed.

Generally accepted accounting principles will require a major change to the manner Fund Balance and Special Revenue Funds are reported on our 2011 financial statements. I believe we need someone who understands our operations to assist us in implementing this change. In addition, we have several management comments during the 2010 audit which will be corrected in 2011. I think it is in our best interest to continue with the current auditors who understand these issues and will appreciate the changes we are making to improve our operations.

I have been questioned about the long term relationship with the Auditors and how can we be certain that they are doing everything correctly. Auditing firms are required to have a periodic "peer review" conducted. This is basically an audit of the auditors. Rehmann goes through this process and has always received favorable results.

Again, I recommend we continue the audit engagement with Rehmann for the next three years. If you have any questions or wish to discuss, please let me know.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE REHMANN ROBSON TO CONDUCT AN AUDIT OF  
INGHAM COUNTY FOR 2011, 2012 AND 2013**

WHEREAS, Ingham County currently uses Rehmann Robson Certified Public Accountants to conduct its annual audit and

WHEREAS, Rehmann Robson has agreed to conduct this audit for the years ended December 31, 2011, 2012 and 2013 at the same cost as 2010 which totals \$71,375and

WHEREAS, the Financial Service Director and the County Controller recommend that the County continue with Rehmann Robson,

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the contract with Rehmann Robson to conduct the audit of Ingham County, the Ingham County Drain Commission and the Single Audit for the years ended December 31, 2011, 2012 and 2013.

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

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

## Agenda Item 11a

TO: LE Committee  
Finance Committee

FROM: John Neilsen, Ingham County Deputy Controller

DATE: July 27, 2011

RE: VisionMOBILE Police Work Technology Station  
Software Project

The Board of Commissioners earlier this year approved the VisionAIR CAD System as the solution to a integrated 911 CAD System for the new Ingham County 911 Center. The East Lansing 911 Center has been using the VisionAIR CAD system since 2007.

Therefore, the current Motorola Printrack CAD system utilized for the police agencies that are being dispatched through the Lansing 911 Center will be phased out as we transition to the new VisionAIR CAD system. The Sheriff's Office, like the other Police Departments being served by the Lansing 911 Center, have been using a Core Technology System that was integrated into the Motorola Printrack CAD system that allowed patrol officers in the vehicles to have certain communication features through their laptops that include the ability to view what other public safety units on the system are doing, what calls they are on, and where they are located. In addition, the vehicles can communicate with dispatch both on calls for service and other police matters as well as car to car digital communication. All Police Departments including the Sheriff's Office currently using this feature will lose this ability through the Core Technology System/Motorola CAD when Lansing goes live to the VisionAIR CAD System. However, Lansing PD and the balance of the Lansing 911 Center serviced Police Departments may retain these current features and be upgraded to enhanced features by going to an available VisionMOBILE Police Work Technology Station Software Project module on the new VisionAIR CAD system.

The enhanced features include:

- 1) Automated vehicle locator systems (AVL) that enables the 911 Center dispatch and all vehicles logged onto the system to see where the vehicles are located.
- 2) A mapping feature allows dispatch to send a map that shows officers where calls for service are located at.
- 3) The Departments will also have available - Vision - field based reporting (FBR) allowing report writing from the patrol vehicle.

Lansing Police Department is funding their cost for this module through a grant program and will go live with no interruption in service at the end of September. Lansing Township Police Department also is going live this year leaving the Ingham County Sheriff's Office, Stockbridge, and Leslie, as the only local Police Departments not using the system. The Michigan State Police local post is looking at options for funding this system internally.

The Departments being serviced by the East Lansing Dispatch Center, East Lansing Police Department, Michigan State University DPS, and Meridian Township Police Department have had this feature since 2007 which was financed through a COPS IT grant and matched with 911 Funds.



This resolution will authorize a contract with VisionAIR for the purchase of the VisionMOBILE Police Work Technology Station Software Project module for the Sheriff's Office to be used in conjunction with the Lansing 911 Center VisionAIR CAD System that is scheduled to go live in late September (Estimated live date is September 22, 2011).

The VisionAIR cost is \$115,000 and we are recommending a 5% project contingency costs of \$5,750 for a total project cost of \$120,750.00.

- VisionAIR VisionMOBILE	\$ 115,000.00
Plus Project Contingency Fund	<u>5,750.00</u>
TOTAL PROJECT COSTS	\$ 120,750.00

\* This quote includes itemized GSA pricing

The funds up to \$120,750 will come from the 911 Fund for Management and System Improvements.

The Sheriff's office has applied for a JAG grant that may make up to \$44,000 available for this project. If we are successful in getting this grant award those funds would be used for this project and reduce the use of 911 funds by a like amount. We hope to have notice on this grant award by around the first of September.

I recommend this resolution for adoption.

Introduced by the Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING A CONTRACT WITH VISIONAIR FOR THE INGHAM COUNTY SHERIFF'S OFFICE VISIONMOBILE POLICE WORK TECHNOLOGY STATION SOFTWARE PROJECT MODULE ON THE NEW VISIONAIR COMPUTER AIDED DISPATCH (CAD) SYSTEM**

WHEREAS, the Ingham County Board of Commissioners has established a 911 Emergency Telephone Dispatch Services Fund for Management and System Improvements to the County emergency dispatch system; and

WHEREAS, the Ingham County Board of Commissioners previously authorized through Resolution #07-182 an appropriation from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements fund to match the federal COPS grant amount of \$130,125, for a grand total of \$245,448.03 to VisionAIR for the East Lansing 911 Center CAD System; and

WHEREAS, the Ingham County Board of Commissioners previously authorized through Resolution #11-30 an appropriation up to \$540,053 from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements fund to migrate the current Lansing CAD System over to the integrated VisionAIR CAD System solution currently in place at the East Lansing 911 Center to include a APCO 911 Advisor software/maintenance third party purchase with APCO Institute to automate their Emergency Medical Dispatch (EMD) programs and a project Contingency fund; and

WHEREAS, this integrated and upgraded CAD system will be migrated over to be used as one unified CAD System at the new Ingham County Consolidated Dispatch Facility; and

WHEREAS, the Ingham County Sheriff's Office is recommending approval of a contract with VisionAIR for the purchase of the VisionMOBILE Police Work Technology Station Software Project module for the Sheriff's Office to be used in conjunction with the Lansing 911 Center VisionAIR CAD System that is scheduled to go live in late September; and

WHEREAS, this project will maintain the Ingham County Sheriff's Office patrol officers current functionality to communicate with dispatch both on calls for service and other police matters as well as car to car digital communication; and

WHEREAS, this project will enhance the Ingham County Sheriff's Office patrol officer's current functionality by adding new features including:

- Automated vehicle locator systems (AVL) that enables the 911 Center dispatch and all vehicles logged onto the system to see where the vehicles are located.
- A mapping feature allows dispatch to send a map that shows officers where calls for service are located at.
- The Departments will also have available - VisionFBR - field based reporting (FBR) allowing report writing from the patrol vehicle.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract up to \$ 115,000 with VisionAIR for the purchase of the VisionMOBILE Police Work Technology Station Software Project module for the Sheriff's Office to be used in conjunction with the Lansing 911 Center VisionAIR CAD System along with a Project Contingency fund of \$5,750 for a total project cost of \$120,750.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an appropriation of up to \$120,750 from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements for this project.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any Software license agreement/purchase documents with VisionAIR and as well as any subcontracts with Lansing consistent with this resolution and approved as to form by the County Attorney.

To: Ingham County Board of Commissioners  
From: Tom Shewchuk  
CC: John Neilsen  
Date: August 3, 2011  
Re: New 911 Phone System

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Dear Commissioners,

In 2009, the 911 Directors and IT Directors from Eaton, Clinton, Livingston and Ingham County met to discuss the need to replace their current 911 phone system. All counties utilized the same or a similar phone system that are all in need of replacement due to their age and the ability for future support/maintenance. Instead of each county purchasing their own phone system the group established a consortium to pursue the purchase of a phone system for all 4 counties. The advantages for Ingham County as well as the other counties are sharing common costs thus reducing individual costs, having the ability for each agency to back each other up in the case of a disaster, and having a common system that each Public Safety Answering Point (PSAP) is familiar with so knowledge can be shared, systems can be shared and operational efficiency can be realized.

The costs for each county vary based on the number of dispatchers and the vendor selected is Advance Wireless Telecom. Shared costs among all counties are prorated and included in each counties cost below:

- Clinton County - \$277,952.26
- Eaton County - \$382,058.79
- Livingston County - \$312,329.96
- Ingham County - \$708,649.15

In addition to Ingham County's portion of the project we are requesting a 5% contingency and the approval for the cost to move the new phone system from the Lansing PSAP to the new PSAP. The cost for these services is below along with the potential total cost of the project:

- 5% Contingency - \$37,807.85
- Phone system move to new PSAP - \$47,500.00
- **Total Ingham County Cost - \$793,957.00**

All individual phone systems will be implemented in the county's respective PSAP and connected as one system for backup and redundant purposes in the case of a disaster. The cost for this project will come from the 911 Emergency Telephone Dispatch Services 911 Fund for Management and System Improvements Fund and \$100,000 will come from a COPS grant.

Thank you in advanced for your consideration on this collaborative effort and very important public safety project. If you have any questions please feel free to contact me at 517-676-7371.

Sincerely,

Tom

Introduced By Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH  
ADVANCED WIRELESS TELECOM TO PURCHASE A NEW 911 PHONE SYSTEM  
WITH EATON, CLINTON, AND LIVINGSTON COUNTY**

WHEREAS, Ingham, Eaton, Clinton, and Livingston counties are all in need of a replacement 911 phone system; and

WHEREAS, Resolution #09-317 authorized the County Controller/Administrator to pursue an intergovernmental agreement with Eaton, Clinton, and Livingston counties in order to share the cost of the new 911 phone system; and

WHEREAS, Resolution #10-284 authorized entering into the intergovernmental agreement; and

WHEREAS, the new 911 phone system will be implemented into the current City of Lansing PSAP and be migrated to the new Ingham County consolidated 911 PSAP and serve as a peer and backup to Eaton, Clinton, and Livingston counties; and

WHEREAS, Ingham County was previously awarded \$100,000 towards the cost of purchasing hardware for a new IP-Based Phone System for the new consolidated 911 Center through a public safety technology grant from the U.S. Department of Justice, Office of Community Oriented Policing Services; and

WHEREAS, the proposed cost for the Ingham County portion of the new 911 phone system is \$756,149.15 with a 5% contingency fund being recommend; and

WHEREAS, the total cost of the new 911 phone system project is not to exceed \$793,957.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners do hereby authorize entering into an agreement to purchase Ingham County's portion of a new 911 phone system from Advance Wireless Telecom in the amount of \$708,649.15, in addition \$47,500 is approved to move and consolidate the phone system from the Lansing and East Lansing 911 Center's to the new Ingham County 911 Center for a total contract cost of \$756,149.15.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a five per cent contingency fund in the amount of \$37,807.85 for a total project cost of up to \$793,957.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an appropriation of up to \$693,957 from the 911 Emergency Telephone Dispatch Services - 911 Fund for Management and System Improvements for this project to be used in conjunction with the \$100,000 in grant funds.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any contract /purchase documents as well as any subcontracts with Lansing and East Lansing consistent with this resolution and approved as to form by the County Attorney.