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FINANCE COMMITTEE
MARK GREBNER, CHAIR
BRIAN McGRAIN
DEB NOLAN
REBECCA BAHAR-COOK
TODD TENNIS
STEVE DOUGAN

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, DECEMBER 5, 2012 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [November 26, 2012 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Treasurer - Resolution to Transfer All Unsold [Tax Reverted Properties](#) Rejected by Local Units to the Ingham County Land Bank Fast Track Authority
2. Purchasing - Resolution to Authorize a Contract with [Presort Services, Inc.](#)
3. Housing Commission/CDBG - Resolution to Transfer the Community Development [Block Grant](#) Program to the Treasurer's Office
4. Potter Park Zoo - Resolution Authorizing the Establishment of a [Curator](#) Position at the Potter Park Zoo
5. Human Resources
 - a. Resolution Approving Modifications to the 2013 Managerial and Confidential [Personnel Manual](#)
 - b. Resolution Authorizing Establishing [Uniform Transfer Provision](#)
6. 55th District Court
 - a. Resolution Authorizing the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court's State Court Administrative Office - Michigan [Drug Court Grant](#) Program (SCAO-MDCGP)
 - b. Resolution Approving a Reorganization (*Materials to be Distributed at a Later Date*)
7. 911 Center - Lance Langdon - Resolution to Establish Special Part Time 911 Central Dispatch Center [Background Investigators](#) Positions
8. MSU Extension - Resolution to Authorize an Amendment to the Agreement for Michigan State University Extension Services Between Michigan State University and Ingham County Approving the [Annual Work Plan](#) for 2013

9. Health Department
 - a. Resolution to Authorize Dental Service Contracts with Licensed [Dentists](#) for 2013
 - b. Resolution to Authorize Dental Services Agreements at the Ingham County [Jail](#)
 - c. Resolution to Adopt the Schedule of Discounts and [Co-Pay Schedule](#)
 - d. Resolution to Authorize the Reclassification of a Community Health Representative III (Position #601177) to a [Community Health Representative IV](#)
 - e. Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University to Provide Infectious Disease Physician Services Within the Health Department's HIV [Continuum of Care](#) Program
 - f. Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University Funded through the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members AIDS [Healthcare](#) Program
 - g. Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services in the [Women's Health Center](#)
 - h. Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services at the Ingham County [Jail](#)
 - i. Resolution to Authorize the 2012 – 2013 Schedule A Addendum to the Blue Cross Blue Shield Administrative Services Agreement for Services to Ingham County [Jail Inmates](#)

10. Controller/Administrator
 - a. Resolution Authorizing the Controller to Make Year End [Budget Adjustments](#) and to Amend the 2013 Parks Budget
 - b. Resolution Approving Various [Contracts](#) for the 2013 Budget Year

11. Board Referral - Notice of Hearing from Delhi Charter Township Regarding an Application for Exemption of New Personal Property from [XG Sciences, Inc.](#)

Announcements
Public Comment
Adjournment

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OR SET TO MUTE OR VIBRATE TO AVOID
DISRUPTION DURING THE MEETING**

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

FINANCE COMMITTEE
November 26, 2012
Minutes

Members Present: Mark Grebner, Brian McGrain, Rebecca Bahar-Cook, Todd Tennis, and Steve Dougan

Members Absent: Deb Nolan

Others Present: Board Chairperson Copedge, Teri Morton, Maureen Winslow, Chuck Gray, Gene Wrigglesworth, Allan Spyke, Rick Terrill, Bill Conklin, Sam Davis, Scott LeRoy, Randy Maiville and others.

The meeting was called to order by Chairperson Grebner at 6:01 p.m. in the Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the November 7, 2012 Minutes

The November 7, 2012 Minutes were approved as amended:

Page 2, Item: 2, Community Agencies, Disclosure: strike “he and Peggy Vaughn-Payne are on the same” and replace with “Peggy Vaughn-Payne is on the”, as follows: **Comm. McGrain disclosed Peggy Vaughn-Payne is on the Board of Directors where he works.**

Additions to the Agenda

1. Amended - Equalization/Tax Mapping – Resolution to Amend the 2012 Apportionment Report and the 2013 Appropriations Resolution. The amended 2012 Apportionment Report is attached.
- 5a. Substitute - Health Department - Resolution to Authorize an Agreement with the Michigan Public Health Institute (MPHI) to Implement the Michigan Pathways to Better Health Grant
- 6b. Substitute - Farmland and Open Space Preservation Board - Resolution Approving the Model Open Space Permanent Conservation Easement Deed as the Mechanism to Enforce and Restrict Ingham County Open Space Properties
12. Late - Resolution to Amend the 2013 Ingham County Budget by Adding a Detective Position at the Sheriff’s Office
12. Substitute - Resolution to Amend the 2013 Ingham County Budget by Adding a Detective Position at the Sheriff’s Office

Limited Public Comment

None.

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

1. Equalization/Tax Mapping - Resolution to Amend the 2012 Apportionment Report and the 2013 Appropriations Resolution (*Report to be Distributed at the Meeting*)
2. Law and Order Fund for Technology Group (LOFT) - Resolution to Authorize Three Year Contracts for Westlaw Electronic Law Library Access for Various Ingham County Departments, Offices and Courts
3. Probate Court - Resolution to Approve Contracts for Guardian Ad Litem Services in the Probate Court
4. Circuit Court/Family Division - Resolution Authorizing Entering into a Contract with the Ingham Intermediate School District for Educational Services at the Ingham Academy
5. Health Department
 - a. Resolution to Enter into a Michigan Groundwater Stewardship Program (MGSP) Clean Sweep Program Agreement with the Michigan Department of Agriculture
6. Farmland and Open Space Preservation Board
 - a. Resolution Approving Proceeding to Close on the Open Space Conservation Easement Deed for the Kirk Melhaff and Wendy Villareal Property
 - b. Resolution Approving the Model Open Space Permanent Conservation Easement Deed as the Mechanism to Enforce and Restrict Ingham County Open Space Properties
8. Management Information Services - Resolution to Authorize the Purchase of a Full Security Suite for the County IT Network from Sophos
9. Department of Transportation and Road
 - b. Resolution to Approve a Second Party Agreement with MDOT and a Third Party Agreement with the City of Lansing for the Ingham County Department of Transportation and Roads in Relation to a Federally Funded Safety Project at the Intersection of Willoughby Road & Cedar Street, City of Lansing and Willoughby Road & Aurelius Road, Delhi Township
10. Parks Department
 - a. Resolution Authorizing a Contract with Oak Construction Corporation for Roof Replacement on the Lake Lansing Boat Launch Restroom
 - b. Resolution Entering into a Lease Agreement with the Michigan Department of Natural Resources for use of the Bunker Road Landing as a Canoe Launch

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

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

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

5. Health Department

- a. Resolution to Authorize an Agreement with the Michigan Public Health Institute (MPHI) to Implement the Michigan Pathways to Better Health Grant

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN PUBLIC HEALTH INSTITUTE (MPHI) TO IMPLEMENT THE MICHIGAN PATHWAYS TO BETTER HEALTH GRANT.

Comm. Bahar-Cook disclosed that Volunteers of America is a client. Comm. McGrain disclosed Peggy Vaughn-Payne is on the Board of Directors where he works.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

7. Facilities

- a. Resolution Authorizing an Amendment to Resolution #10-353 with GAV Associates to Provide Architectural & Engineering Services for Renovations to the Ingham County Family Center
- b. Resolution Authorizing an Amendment to Resolution #12-150 with GAV Associates, Inc. to Write Up Preliminary Construction Documents for Alterations and Renovations at Willow Health Center

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. COMM. BAHAR-COOK, TO APPROVE THE (a) RESOLUTION AUTHORIZING AN AMENDMENT TO RESOLUTION #10-353 WITH GAV ASSOCIATES TO PROVIDE ARCHITECTURAL & ENGINEERING SERVICES FOR RENOVATIONS TO THE INGHAM COUNTY FAMILY CENTER AND (b) RESOLUTION AUTHORIZING AN AMENDMENT TO RESOLUTION #12-150 WITH GAV ASSOCIATES, INC. TO WRITE UP PRELIMINARY CONSTRUCTION DOCUMENTS FOR ALTERATIONS AND RENOVATIONS AT WILLOW HEALTH CENTER.

Comm. McGrain questioned the overage in both Item 7a and 7b.

7a.

Mr. Terrill explained the overage was attributed to the initial design and had to be revisited because the bids from the contractors came in quite high when compared to the original estimates. He stated that he wanted to re-evaluate the engineering of the mechanicals, elevator, as well as, insulation, piping glass, etc. He further explained this resolution is to get approval for additional engineering fees.

7b.

Mr. Terrill explained the actual grant received was less than the anticipated amount; consequently, it is necessary to cut the design to the bare necessities in order to come in under budget. He noted that Facilities will be the contractor for the floor coverings.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

9. Department of Transportation and Road

- a. Resolution to Approve Proposed Ingham County Road and Bridge Projects for Submission to Tri-County Regional Planning Commission to be Considered for Inclusion in the 2014 – 2017 Tri-County Regional Transportation Improvement Plan

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION TO APPROVE PROPOSED INGHAM COUNTY ROAD AND BRIDGE PROJECTS FOR SUBMISSION TO TRI-COUNTY REGIONAL PLANNING COMMISSION TO BE CONSIDERED FOR INCLUSION IN THE 2014 – 2017 TRI-COUNTY REGIONAL TRANSPORTATION IMPROVEMENT PLAN.

Comm. McGrain questioned if the long range plan is being ratified or voted on. Mr. Conklin answered no then described the purpose of the long range plan.

Chairperson Grebner asked for the boundary line/jurisdiction that divides MSU Campus and the County Department of Transportation and Roads. Mr. Conklin answered generally the College Road, Forest and Farm Lane corridor to Mt. Hope, and Hagadorn to Grand River. Shaw Lane is a MSU Campus road. Farm Lane north of Mt. Hope is also a Campus road. The Committee discussed the MSU boundary and County Road jurisdiction.

(Board Chairperson Copedge arrived at 6:10 pm.)

Mr. Conklin will email the Committee a letter he received from the City of Lansing. Comm. Dougan suggested he obtain Mr. Maiville's email and provide him with the letter as well.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

12. Late - Resolution to Amend the 2013 Ingham County Budget by Adding a Detective Position at the Sheriff's Office

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO AMEND THE 2013 INGHAM COUNTY BUDGET BY ADDING A DETECTIVE POSITION AT THE SHERIFF'S OFFICE.

Ms. Morton explained that this Resolution was drafted by the Controller at the request of the Law Enforcement Committee. Ms. Lannoye provided a substitute to the "late" explaining the revenue source in the "late" is a one time fund. Furthermore, the bids received for Jail Medical Services were substantially more than budgeted with capped hospitalization and drug costs. The substitute addresses reinstating Jail Medical Services in the Budget but does not address the shortfall. She offered to continuing working with the Sheriff's Office in order to address shortfall concerns.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO AMEND THE RESOLUTION BY SUBSTITUTION.

12. Substitute - Resolution to Amend the 2013 Ingham County Budget by Adding a Detective Position at the Sheriff's Office

Comm. Dougan mentioned that the first, four, WHEREAS do not have any bearing on the resolution. Comm. Tennis expressed his concern this defeats what Law Enforcement did by reinstating the Detective Position and would like the language that is struck to be reinstated.

MOVED BY COMM. TENNIS TO REINSTATE THE AREAS STRUCK IN THE AMENDED RESOLUTION BY SUBSTITUTION.

MOTION FAILED DUE TO LACK OF SUPPORT.

Comm. McGrain stated he appreciates the need for the Detective Position; however, this is poor timing with the current status of the Jail Medical and shortfall. Additionally, the 2013 budget process has been concluded and therefore he can not support this at this time. Comm. Bahar-Cook questioned if the Sheriff is still interested in funding the Detective position in light of this new information and shortfall. The Committee revisited that the Jail Medical funds were moved from the Health Department to the Sheriff's Office. Comm. Bahar-Cook asked to hear from the Sheriff's Office. Undersheriff Spyke questioned if the funds would be moved back to the Health Department. Ms. Lannoye noted that decision is yet to be made and as she understands neither Department want to be in charge of Jail Medical Services. Undersheriff Spyke mentioned that the Health Department is better suited to handle Jail Medical. Comm. Bahar-Cook stated regardless of whom is in charge there is still a shortfall in that department and the Sheriff is asking to fund a Detective position.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED BY SUBSTITUTION, CARRIED with Comm. Tennis Voting "no". Absent: Comm. Nolan

Chairperson Grebner stated the question is whose responsibility is it. Comm. Dougan expressed his concern that employees' are on the Health Department's payroll and are facing pink slips. Chairperson Grebner acknowledged the employees are employed by the Health Department. The Committee discussed the responsibilities of Jail Medical Services.

Comm. Grebner suggested Jail Medical Services should be associated with the Health Department because it is has been part of their structure. Comm. Dougan acknowledged the Health Department often goes beyond their core mission and are typically happy that they do. Sheriff Wriggelsworth stated he agrees with the chair.

Chairperson Grebner stated that several years ago the Sheriff's Office handled Jail Medical and did so badly. Comm. Bahar-Cook suggested that the Controller have the flexibility to allocate the funds where appropriate for jail medical services.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. DOUGAN, TO AMEND THE RESOLUTION BY STRIKING "SHERIFF" IN THE THEREFORE BE IT RESOLVED AND STRIKING "SHERIFF'S 1.75 MILLION" IN THE 1ST BE IT FURTHER RESOLVED, AND AS FOLLOWS:

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes amending the Sheriff's 2013 budget for jail/medical services by reinstating the 9 positions in the jail/medical unit as follows:

BE IT FURTHER RESOLVED, that the Controller is authorized to make the necessary line-item adjustments to ~~the Sheriff's \$1.75 million~~ 2013 budget for jail/medical services in order to reflect a county operated jail medical/unit.

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

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO AMEND THE LAST WHEREAS BY ADDING "WITHIN THE HEALTH DEPARTMENT" AFTER THE WORD "POSITIONS" AND REPLACING THE WORD "LINE-ITEM" WITH "BUDGET" IN THE 1ST BE IT FURTHER RESOLVED, AS FOLLOWS:

WHEREAS, the 2013 budget needs to be amended to reinstate the positions within the Health Department and cover the \$200,000 shortfall in the jail/medical unit.

BE IT FURTHER RESOLVED, that the Controller is authorized to make the necessary line item budget adjustments to ~~the Sheriff's \$1.75 million~~ 2013 budget for jail/medical services in order to reflect a county operated jail medical/unit.

MOTION TO APPROVE THE SUBSTITUTE RESOLUTION, AS AMENDED, CARRIED with Comm. Bahar-Cook Voting "no". Absent: Comm. Nolan

Sheriff Wriggelsworth questioned if the Detective position could be funded with forfeiture funds until March when there will be a retirement.

MOVED BY COMM. TENNIS TO ADD BEFORE THE STRICKEN PARAGRAPHS "BE IT FURTHER RESOLVED, THE INGHAM COUNTY BOARD OF COMMISSIONERS AUTHORIZES AMENDING THE SHERIFF'S 2013 BUDGET FOR A DETECTIVE POSITION (301141) AT THE SHERIFF'S OFFICE", PLUS, ADD BACK IN THE TWO STRICKEN BE IT FURTHER RESOLVE PARAGRAPHS IN ADDITION TO ADDING "UNTIL MARCH 2013" AT THE END OF THE SENTENCE.

Comm. Bahar-Cook suggested separating the amendment into its own resolution.

MOTION FAILED DUE TO LACK OF SUPPORT.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO AMEND THE SUBSTITUTE RESOLUTION BY STRIKING THE FIRST FOUR "WHEREAS".

~~WHEREAS, a detective position was eliminated as part of the 2011 budget reductions; and~~

~~WHEREAS, an existing detective position was reinstated and funded out of strategic planning initiative funds as part of the 2012 budget process; and~~

~~WHEREAS, an existing Detective Position at the Ingham County Sheriff's office as not funded during the 2013 budget Process; and~~

~~WHEREAS, the Law Enforcement Committee voted to approve continuation of the Detective Position and to amend the 2013 Sheriff's Office budget; and~~

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

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

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE "ORIGINAL LATE" RESOLUTION TO AMEND THE 2013 INGHAM COUNTY BUDGET BY ADDING A DETECTIVE POSITION AT THE SHERIFF'S OFFICE.

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. MCGRAIN, TO AMEND THE RESOLUTION, THEREFORE BE IT RESOLVED ADD "THROUGH MARCH 31, 2013" AT THE END OF THE SENTENCE, NEXT, THE 1ST BE IT FURTHER RESOLVED, STRIKING "OF \$78,946 WILL BE FUNDED BY THE USE OF \$40,000 FROM THE 2013 CONTINGENCY FUND (10194100 969220) AND \$38,946 FROM" AND ADDING "OF NO MORE THAN \$20,000 FUNDED FROM THE", IN ADDITION TO STRIKING THE WORD "ADDING" AND REPLACING WITH CONTINUING" IN THE TITLE AND THEREFORE BE IT RESOLVED, AS FOLLOWS:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the 2013 Ingham County budget by adding a detective position (position #301141) at the Sheriff's Office **through March 31, 2013**.

BE IT FURTHER RESOLVED, that the position cost ~~of \$78,946 will be funded by the use of \$40,000 from the 2013 Contingency Fund (10194100 969220) and \$38,946 from~~ **of no more than \$20,000** funded from the Sheriff's Drug Forfeiture funds (26533500 660000).

RESOLUTION TO AMEND THE 2013 INGHAM COUNTY BUDGET BY ADDING CONTINUING A DETECTIVE POSITION AT THE SHERIFF'S OFFICE

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the 2013 Ingham County budget by ~~adding~~ continuing a detective position (position #301141) at the Sheriff's Office **through March 31, 2013**.

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

MOTION TO APPROVE THE "ORIGINAL LATE" RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Comm. Nolan

- a. Board of Commissioners - Resolution Authorizing Commissioner Compensation for 2013 and 2014

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION AUTHORIZING COMMISSIONER COMPENSATION FOR 2013 AND 2014

Comm. Grebner stated his opposition to this resolution. He expressed his concern that although Commissioners do not accept the position for the money the compensation should be desirable to attract qualified individuals, reduce turnover and generate competition during the election. Comm. Tennis agreed in principal; however, it is not the right time when collective bargaining is in progress. Comm. Bahar-Cook agrees it is a tool to encourage people to run and suggested this is an upcoming discussion for future years. Comm. Dougan suggested aligning with the property valuation curve before talking about increases.

The Committee discussed the history of increases, timing of an increase and when increases are permitted.

MOTION CARRIED with Comm. Grebner Voting “no”. Absent: Comm. Nolan

Announcements

None.

Public Comment

None.

The meeting adjourned at approximately 7:03 p.m.

Respectfully submitted,

Julie Buckmaster

DECEMBER 5, 2012 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

1. Treasurer – Resolution to Transfer all Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

This is the annual resolution to transfer all unsold tax reverted properties that have been rejected by local units of government to the Ingham County Land Bank Fast Track Authority. Under Public Act 123 of 1999, MCL 211.78m (7), "If property not previously sold is not transferred to the city, village, or township in which the property is located under subsection (6), the foreclosing governmental unit shall retain possession of that property." The Ingham County Land Bank Fast Track Authority was established to assist in the strategic disposition of tax reverted property and local units are encouraged to object so the parcels stay with the County for disposition by the Land Bank.

2. Purchasing – Resolution to Authorize a Contract with Presort Services, Inc.

The resolution authorizes a 3-year contract with an option to renew for 2 additional years. Proposals were received and Presort Services was the low bid and is a local vendor.

3. Housing Commission/CDBG – Resolution to Transfer the Community Development Block Grant Program to the Treasurer's Office

The Housing Commission responsibilities have traditionally included management of Carriage Lane Apartments, Section 8 housing vouchers, and the County's CDBG program. Upon the retirement of the long-time Housing Commission Director, Bruce Johnston, the Commission recommended that CDBG functions be transferred to the County. This resolution formalizes that recommendation and establishes the CDBG Coordinator position in the Treasurer's Office. This would allow the CDBG to more closely coordinate their efforts with the Land Bank Authority.

4. Potter Park Zoo – Resolution Authorizing the Establishment of a Curator Position at the Potter Park Zoo

Currently the Zoo's Veterinarian also serves as the curator. The AZA has strongly recommended that in order to maintain the Zoo's accreditation that these duties should be split into two positions. This resolution would establish the Curator position within the Teamsters 580 bargaining unit. Funds are available within the Zoo budget due to recent organization changes including the Zoo Society sharing in the cost of the Director.

5a. *Human Resources – Resolution Authorizing Amendments to the 2013 Managerial & Confidential Compensation Plan (MCF) and Adopting MERS Resolutions Approving Adjustments in the Employee’s Contribution to their Pension Plan*

This resolution would amend the recently approved MCF plan by lowering the increase in the employee’s contribution to their MERS defined benefit plan from 1.8% to 1.2%. The 1.2% would match the increase authorized in the recently approved MAP agreement. The resolution would also amend the plan to clarify the benefits of the Road Department’s managerial employees. And finally, the resolution formally adopts the employee pension contribution changes with MERS. Please note there are three separate MERS resolutions each covering a separate Division (i.e. managers, confidential employees, and the Road Department managers)

5b. *Human Resources – Resolution Authorizing Establishing Uniform Transfer Provision*

The County recently established MERS Hybrid Pension plans for several divisions. The County currently operates under the MERS Standard Transfer Rule, which in essence means that any employee that is transferred or promoted into a different division is placed into the new division’s pension plan. This could become problematic if a current employee is transferred or promoted into a division that has a Hybrid Pension Plan for new employees. The promoted employee would then have their DB pension frozen and from the point forward would be enrolled in the Hybrid Plan. In order to avoid this problem the County should adopt the Alternate Transfer Provision which would provide the opportunity for employees with a DB plan to retain the DB plan upon transfer or select the Hybrid Plan. Employees hired in and provided the Hybrid Pension plan would not have the ability to move into a DB plan due to transfer or promotion.

6a. *55th District Court – Resolution Authorizing the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court’s State Court Administrative Office - Michigan Drug Court Grant Program (SCAO-MDCGP)*

This resolution authorizes the 55th District Court Sobriety Court to accept \$64,500 in grant funding from the Michigan Drug Court Grant Program (MDCGP) administered by the State Court Administrative Office (SCAO). The resolution also authorizes \$167,894 Ingham County In-Kind funding, resulting in a total Sobriety Court budget of \$232,394. This is a grant the court has received for several years although it was decreased last year and this has carried over into this year as well. The funds are anticipated in the 2013 budget (See attached memo).

7. *911 Center – Resolution to Establish Special Part Time 911 Central Dispatch Center Background Investigators Positions*

This resolution authorizes up to three (3) special part time 911 Central Dispatch Background Investigator positions. These employees would conduct the necessary background investigations for the 911 Center Dispatcher positions applicants pool prior to an employment offer being made. The rate of compensation will be \$25.00 per hour with the total personnel costs being \$28.89 as needed up to a maximum of 600 hours with the total costs being up to \$17,334. The funds will come from salary attrition within the 911 Center budget. (See attached letter for details.)

8. MSU Extension – Resolution to Authorize an Amendment to the Agreement for Michigan State University Extension Services Between Michigan State University and Ingham County Approving the Annual Work Plan For 2013

This resolution authorizes the annual Work Plan that includes a county assessment of \$186,469 with MSU Extension for the period of January 1, 2013 through December 31, 2013 for delivery of Extension services and education. Funds for the assessment are included in the 2013 budget. For 2013, the assessment includes an additional 4-H Program Coordinator position. This position was previously a county funded position that was folded into the assessment as part of the 2013 budget process and resolution 12-309.

9a. Health Department – Resolution to Authorize Dental Service Contracts with Licensed Dentists For 2013

This resolution authorizes dental services contracts for the Health Department's Ingham Community Health Centers for 2013. The Health Department has \$160,711 budgeted for contractual dentists to provide oral health services at the Healthy Smiles Dental Center and the Adult Health Center for 2013. **The resolution provides for a 3% increase in the hourly rate from \$54.66 to \$56.30 for calendar year 2013 for the contractual dentists. This increase conflicts with the County's policy on cost increases for service related contracts.**

9b. Health Department – Resolution to Authorize Dental Services Agreements at the Ingham County Jail

This resolution authorizes dental services agreements at the Ingham County Jail. The Health Department's 2013 budget includes \$18,000 to purchase oral health services using contractual dentists to serve the inmates of the Ingham County Jail. The proposed rate of compensation is \$70 per hour, which is a continuation of 2009 - 2012 rates. Contractual dentists at the Ingham County Jail are paid a higher hourly rate than other dentists because they operate without a dental assistant.

9c. Health Department – Resolution to Adopt the Schedule of Discounts and Co-Pay Schedule

This resolution approves, effective January 1, 2013, a schedule of fees or payments in the Health Department's community health centers for the provision of services consistent with locally prevailing rates or charges, which is designed to cover its reasonable costs of operation. The health center must also prepare a corresponding schedule of discounts to be applied to the payment of such fees or payments and apply discounts on the basis of the patient's ability to pay. The schedule of discounts must assure that no patient will be denied health care services due to an individual's inability to pay for such services. The schedule of discounts shall provide for a full discount to individuals and families with annual incomes at or below those set forth in the most recent CSA Poverty Income Guidelines (45 CFR 1060.2) and must not include a discount to individuals and families with annual incomes greater than twice those set forth in such Guidelines, except that nominal fees for services may be collected from individuals with annual incomes at or below such levels where imposition of such fees is consistent with project goals.

9d. *Health Department – Resolution to Authorize the Reclassification of a Community Health Representative III (Position #601177) to a Community Health Representative IV*

This resolution reclassifies a Community Health Representative III (CHR III) position, UAW/E Position #601177 to a Community Health Representative IV (CHR IV), UAW/F. This reclassification will allow for the coordination of activities for the Sealant Program between the schools and the Health Department's Community Health Centers. This position will coordinate the schedule for the Sealant Program, conduct billing, follow-up with billing, collect and process permission slips, and follow-up and document Sealant Program PA 161 activity to the State of Michigan. This reclassification has been discussed with Human Resources and the UAW TOPS union and both parties concur. As part of the 2012-13 Public Health Services Comprehensive Agreement with MDCH, the Health Department was awarded \$20,000 to provide expanded oral health services. These funds are not currently included in the 2013 Budget. Cost to implement this reclassification is approximately \$2,773. The Public Health Services Comprehensive Agreement for 2012-13 will cover these increased costs. This is a filled position and the reclassification will be effective December 17, 2012.

9e. *Health Department – Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University to Provide Infectious Disease Physician Services Within The Health Department's HIV Continuum Of Care Program*

This resolution authorizes an Infectious Disease Physician agreement with the College of Osteopathic Medicine at Michigan State University to provide a 0.4 full-time equivalent Infectious Disease Physician. The agreement with MSU COM for infectious disease physician services will be for the period of January 1, 2013 through December 31, 2015. Ingham County shall pay MSU COM a 1% increase over the 2012 rate of \$89,154 for a total of \$90,046 from January 1, 2013 through December 31, 2013. Ingham County shall then provide a 1% increase per year for the following two years, \$90,946 for Calendar Year 2014 and \$91,856 for Calendar Year 2015.

9f. *Health Department – Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University funded through the Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare Program*

This resolution authorizes an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University to provide a 0.2 full-time equivalent Infectious Disease Physician. The agreement with MSU COM for infectious disease physician services will be for the period of January 1, 2013 through December 31, 2015. Ingham County shall pay MSU COM up to \$45,023 from January 1, 2013 through December 31, 2013. Ingham County shall then provide a 1% increase per year for the following two years, for up to \$45,473 for Calendar Year 2014 and \$45,928 for Calendar Year 2015.

9g. *Health Department – Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services in the Women's Health Center*

This resolution authorizes an agreement with the Michigan State University College of Nursing for 0.30 FTE of Nurse Practitioner Services at Women's Health, for the period of January 1, 2013 through December 31, 2015 at the rates identified below:

- 2013 - \$40,710 (1% increase from 2012)
- 2014 - \$41,321 (1.5% increase from 2013)
- 2015 - \$41,940 (1.5% increase from 2014)

The resolution provides for a 1.5% increases in the yearly rate in 2014 and 2015. This increase conflicts with the County's policy on cost increases for service related contracts.

9h. Health Department – Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services at the Ingham County Jail

This resolution authorizes an agreement with the Michigan State University College of Nursing for 1.0 FTE of Nurse Practitioner services at the Ingham County Jail for the period of January 1, 2013 through December 31, 2015 at the rates identified below:

- 2013- \$135,699 (1.0% increase from 2012)
- 2014 - \$137,735 (1.5% increase from 2013)
- 2015 - \$139,801 (1.5% increase from 2014)

The resolution provides for a 1.5% increases in the yearly rate in 2014 and 2015. This increase conflicts with the County's policy on cost increases for service related contracts.

9i. Health Department – Resolution to Authorize the 2012 – 2013 Schedule A Addendum to the Blue Cross Blue Shield Administrative Services Agreement for Services to Ingham County Jail Inmates

Ingham County has an Administrative Services Agreement with Blue Cross Blue Shield (BCBS) of Michigan to pay health care providers for health care services to Ingham County Jail inmates. This is an annual update of the Administrative Services Agreement using the Schedule A Addendum. The 2012/2013 Schedule A Addendum proposed by BCBS of Michigan is the same as the 2011/2012 Schedule A Addendum.

10a. Controller/Administrator – Resolution Authorizing the Controller to Make Year End Budget Adjustments and the Amend the 2013 Parks Budget

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2012 Budget. One notable adjustment that will be necessary is an increase in the general fund appropriation to the Community Health Center Network Fund (511). This fund is currently projecting a deficit of approximately \$800,000. A sufficient surplus is projected in the Health Fund (221) to cover this shortfall. This resolution will authorize any necessary adjustments in general fund appropriation between the two funds. This resolution will also amend the 2013 budget by identifying the specific position in the Parks budget that was eliminated, but not identified, as part of the 2013 budget process.

10b. Controller/Administrator – Resolution Approving the Various Contracts for the 2013 Budget Year

This resolution will approve the attached list of contracts for the 2013 budget year. The list consists only of contracts that are included in the 2013 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees. Please see the attached memorandum for further details.

BOARD REFERRAL:

11. *Notice of Hearing from Delhi Charter Township Regarding an Application for Exemption of New Personal Property from XG Sciences, Inc.*

Agenda Item 1

November 14, 2012

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

RE: Resolution to Transfer All Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

Attached for your consideration is a proposed resolution to request Ingham County to transfer all unsold tax reverted properties which have been rejected by local units of government to the Ingham County Land Bank Fast Track Authority.

Under Public Act 123 of 1999, MCL 211.78m (7), "If property not previously sold is not transferred to the city, village, or township in which the property is located under subsection (6), the foreclosing governmental unit shall retain possession of that property."

The Ingham County Land Bank Fast Track Authority was established to assist in the strategic disposition of tax reverted property and local units are encouraged to object so the parcels stay with the County for disposition by the Land Bank.

Thank you for your consideration of this resolution. Please contact me if you have any questions.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

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

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

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

WHEREAS, local units are encouraged to object so the parcels stay with the County for disposition by the Land Bank.

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

BE IT FURTHER RESOLVED, that this Resolution shall be renewed annually.

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

MEMORANDUM

To: County Services Committee
Finance Committee

From: Jim Hudgins, Director of Purchasing

Date: November 19, 2012

Subject: Authorization to Contract for Services with Presort Services, Inc.

This is a recommendation for the Board of Commissioners to authorize a service contract with Presort Services, Inc. County departments and offices have a continuing need to purchase presort mail services. Presorting – the process of sorting mail by zip code prior to delivery to a post office – results in lower postage rates. Some departments have large quantities of mail and it is cost effective and efficient to contract for mail related services rather than purchase mailing equipment. Presort Services, Inc. will pick up mail daily at mutually agreed upon times, sort, bar code, print postage and guarantee delivery to the Post Office.

Proposals were sought and evaluated from the following vendors:

1. Presort Services, Inc., Lansing
2. Lake Michigan Mailers, Kalamazoo
3. Kent Communications, Inc., Grand Rapids
4. Aldinger, Lansing – does not provide presorting services or daily pickups
5. Pitney Bowes, (TSI) Lansing/Detroit – no response

Presort Services is a local registered vendor, has previously worked with the County, proposed the lowest cost solution, and is highly referenced. Furthermore, Presort will consolidate all the County's departments and offices into one account which will save on administrative, accounts payable and other related costs.

I respectfully recommend that the Board of Commissioners adopt the attached resolution and authorize the service contract with Presort Services, Inc.

Agenda Item 2

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH PRESORT SERVICES, INC.

WHEREAS, metering and presorting mail is required by many County departments and it is more cost effective to use an outside resource to meter mail rather than invest in mailing equipment; and

WHEREAS, sometimes County departments and offices must mail large quantities of materials and it is cost effective and efficient to use a service to presort and mail these materials; and

WHEREAS, proposals were received and evaluated for presort mailing services and Presort Service of Lansing, a local vendor, was determined to offer the best value to the County; and

WHEREAS, the Director of Purchasing has recommended that the Board of Commissioners authorize a contract with Presort Services, Inc.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Presort Services, Inc., 5646 Commerce Drive, Lansing, Michigan, based on its proposal dated October 17, 2012, for mail related services which include pick up, sorting, bar coding and delivery to the Post Office.

BE IT FURTHER RESOLVED, that the agreement shall be for three years with an option to renew for two additional years.

BE IT FURTHER RESOLVED, that for the term of this agreement weighing and metering fees shall be \$.045/piece for letters; \$.08/piece for flats; \$.25/piece for parcels; and, \$.10/piece for certified mail. Postage shall be \$.424/piece and is subject to U.S. Postal Service changes.

BE IT FURTHER RESOLVED, that Presort will consolidate accounts into one master account for departments and offices.

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.

Introduced by the County Services and Finance Committees of the:

BOARD OF COMMISSIONERS

**RESOLUTION TO TRANSFER THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
TO THE TREASURER'S OFFICE**

WHEREAS, Housing Commission has responsibility to manage Carriage Lane Apartments, the Housing and Urban Development Section 8 voucher program, and the County's Community Development Block Grant (CDBG) program; and

WHEREAS, the Housing Commission has recently recommended that the CDBG program responsibilities be transferred to the County; and

WHEREAS, the CDBG program should be more closely coordinated with the Ingham County Land Bank under the supervision of the County Treasurer.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the transfer of all duties and responsibilities of the CDBG program to the County Treasurer's office.

BE IT FURTHER RESOLVED, that the Board also establishes the CDBG Coordinator position (#701003), in the County Treasurer's Office, under the Managerial & Confidential Compensation Plan, with a pay grade of 6 (\$41,679-\$50,028.).

BE IT FURTHER RESOLVED, that there are sufficient funds in the 2013 CDBG budget to cover the costs and administration of this program, and the Controller is authorized to make any necessary budget adjustments to effectuate this change.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A CURATOR POSITION AT THE POTTER PARK ZOO

WHEREAS, both the 2007 and 2012 AZA Reaccreditation Evaluation Committees voiced a staffing concern that combining the Zoo Veterinarian and Curator responsibilities into one position can no longer effectively meet the specific goals of each, namely proper animal health care and proper animal husbandry for conservation and education, respectively; and

WHEREAS, after much discussion about the need to address these concerns amidst an extended period of decreasing millage funds, the Zoo Board Chairman commissioned a Needs Assessment Committee to determine the future staffing structure at the Potter Park Zoo and report such recommendations to the Zoo Board; and

WHEREAS, the Needs Assessment Committee has developed a position description for a General Curator position; and

WHEREAS, the Potter Park Zoo Board supported this concept with the passage of a resolution at their June 2012 meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners establishes the General Curator position (#692024) for the Potter Park Zoo pursuant to the salary level established in the Teamsters Local 580 Contract of (\$54,351-\$73,299).

BE IT FURTHER RESOLVED, that funds are available within the Potter Park Zoo Budget and the Controller is authorized to make any necessary budget adjustments consistent with this resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING MODIFICATIONS TO THE
2013 MANAGERIAL AND CONFIDENTIAL PERSONNEL MANUAL**

WHEREAS, the Ingham Board of Commissioners approved the recommendations of the Managerial/Confidential/Elected Officials Steering Committee, to the 2013 Managerial and Confidential Employee Personnel Manual; and

WHEREAS, as part of the adopted changes it was the intent of the Ingham County Board of Commissioners that this manual be amended to equivalently match changes negotiated in collective bargaining agreements, including the recognition of the proposed 1.8% increase in the employee's pension contribution; and

WHEREAS, that effective June 1, 2012, employees of the Ingham County Road Commission ("Road Commission") transferred and become employees of Ingham County ("County") under the Department of Transportation and Roads; and

WHEREAS, the non-bargaining unit employees of the former Road Commission, now Department of Transportation and Roads, were added to the 2013 Managerial and Confidential Employee Personnel Manual; and

WHEREAS, these non-bargaining unit employees of the former Road Commission, now Department of Transportation and Roads, were provided package benefits under the Personnel Policies and Procedures for Non-Bargaining Unit Employees by the Road Commission; and

WHEREAS, certain benefits (Appendix E) have been identified to be different than the benefits provided under the 2013 Managerial and Confidential Employee Personnel Manual.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners approves the following recommendations and changes, as proposed to the 2013 Managerial and Confidential Employee Personnel Manual as follows:

1. Change in employee contribution toward retirement: Employees hired prior to the effective date of this agreement shall contribute an additional 1.2% of gross wages to the employee retirement, increasing the total contribution for Managerial employees to 7.59% and Confidential employees to 6.56%.
2. New Appendix E - Ingham County Department of Transportation and Roads: Benefits for Existing Non-Bargaining Unit Employees

Holidays: The following holidays are recognized by the Employer:

New Year's Day	Labor Day
Martin Luther King Day	Veteran's Day
Good Friday	Thanksgiving Day
Memorial Day	Friday Following Thanksgiving
Independence Day	Christmas Eve
	Christmas Day

3. New Appendix E - **Retirement:** Employees will be covered by the Municipal Employees' Retirement System's (MERS) B4 plan; V-8; the 55F waiver with twenty (20) years of service; and the FAC3 (Final Average Compensation). Department of Transportation and Road Non-Bargaining Unit Employees shall contribute 1.2% of gross wages, increasing the total contribution to 1.2%.
4. New Appendix E - **Retiree Health:** The Employer shall pay the premiums for health insurance coverage, excluding the portion attributable to the prescription drug rider, for employees, and their dependents, who retire and immediately draw a retirement benefit from the Municipal Employees Retirement System (MERS) including those who retire under the disability provisions of MERS. Retirees under the age of 65 shall be covered by the plan and benefit levels provided to active employees. Health insurance for retirees age 65 and older shall be supplemental to, coordinate benefits with, and be secondary payor to, Medicare.
5. New Appendix E - **Leave Time:** Existing non-bargaining unit employees shall be credited with sixteen (16) hours of leave time the first pay period of the calendar year in lieu of floating holidays and shall earn leave time according to the following schedule:

<u>Years of Continuous Service</u>	<u>Number of Leave Time Hours</u>
Hire date to fifth anniversary date	6.77 hours per pay period
Fifth to the thirteenth anniversary date	8.30 hours per pay period
Thirteenth anniversary date +	9.84 hours per pay period

6. New Appendix E - **Banked Sick Leave:** Payment of banked unused sick leave days upon death or retirement under the Municipal Employees Retirement System shall be paid on the last day he/she worked in accordance with the following schedule:

Up to twenty (20) years of service.....	75%
Completion of twenty (20) years of service	
And up to twenty-five (25) years of service.....	80%
Completion of twenty-five (25) of service and up.....	85%

BE IT FURTHER RESOLVED, that the County Controller/Administrator is authorized on behalf of the County's retirement system to execute all documents and MERS Resolutions to effectuate and finalize these changes, subject to prior approval and form, by legal counsel.

BE IT FURTHER RESOLVED, that the Managerial and Confidential Employee Personnel Manual will be effective January 1, 2013 and shall expire on December 31, 2013.

Agenda Item 5b

To: Mary Lannoye
From: Travis Parsons
Subject: Municipal Employees' Retirement System (MERS) - Uniform Transfer Provision
Date: November 27, 2012

The County of Ingham recently established MERS Hybrid Pension Plans for several divisions of the County's retirement system.

The County of Ingham currently operates the County's retirement system under the MERS Standard Transfer Rule. Under the Standard Rule, all transfers and promotions to new divisions are covered under the active employee plan in the new division.

Under the Standard Transfer Rule, if there is a Hybrid Pension Plan in place for the division, effectively closing the Defined Benefit Plan to new entrants, then employees transferring into the division would experience a frozen accrued defined benefit as of the transfer date.

MERS has available an Alternate Transfer Provision which allows employees a choice to either be placed in the open plan (Hybrid) or the closed plan (Defined Benefit) if it is the same plan type as the plan from which the employee is transferred. The Alternate Transfer Provision would apply to all divisions of the County's retirement system.

By adopting the Alternate Transfer Provision, the County would provide the opportunity for employees with a Defined Benefit Plan to retain the Defined Benefit Plan upon transfer or select the Hybrid Plan. Employees hired in and provided the Hybrid Pension Plan would not have the ability to move into a Defined Benefit Plan due to transfer or promotion. The Alternate Transfer Provision applies only to transferred employees and rehired employees would continue to be enrolled into the active plan. This would effectively maintain the projected savings from new hires participating in the Hybrid Pension Plan.

This change would provide the flexibility to employees with a Defined Benefit Pension Plan to retain that plan when provided the opportunity for promotion.

Please let me know if you have any questions.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ESTABLISHING UNIFORM TRANSFER PROVISION

WHEREAS, the Ingham County Board of Commissioners authorized the establishment of the Municipal Employees' Retirement System (MERS) Hybrid Pension Plans; and

WHEREAS, Ingham County currently has in place the MERS Standard Transfer Rule for employees who transfer or promote into pension divisions that have established Hybrid Pension Plans; and

WHEREAS, the MERS Standard Transfer Rule would not allow employees with a Defined Benefit Pension Plan to retain the Defined Benefit Pension upon promotion or transfer; and

WHEREAS, MERS offers an Alternate Transfer Provision that gives employees the choice to be placed in the open plan or the closed division, if it is the same plan type as the division from which the employee is transferred from, as long as there are active employees remaining in the closed plan type; and

WHEREAS, the MERS Alternate Transfer Provision would apply to all MERS divisions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the attached resolution establishing the MERS Uniform Transfer Provision, to provide transferred or promoted employees the choice at the time of their transfer to either be placed in: the divisions open plan, or the closed plan if it is the same plan type, provided there are employees remaining in the plan type.

BE IT FURTHER RESOLVED, that the County Controller/Administrator is authorized on behalf of the County's retirement system to sign and execute all documents to effectuate and finalize this change, subject to prior approval as to form, by legal counsel.

**RESOLUTION FOR CHANGING MERS BENEFITS
(OTHER THAN DB COMPONENT OF HYBRID PROGRAM)**



In accordance with the MERS Plan Document of 1996, the County of Ingham
 (Participating Municipality)
3303 adopts the following benefits for: General Management - Division 10
 (Municipality No.) (Reporting Unit No., MERS Division No. and Name)

A "division" is defined as an employee or group of employees covered by the same benefit programs **and** the same employee contribution program. Each division has a specific MERS number and name, such as "Div. 10, General-Admin.," and is part of a Reporting Unit, such as: "01."

Supporting Supplemental Valuation is dated _____

BENEFIT MULTIPLIER

From _____ To _____ Effective Date _____
 (Current Benefit Multiplier) (New Benefit Multiplier)

Provisions for Earlier Normal Retirement

- F50/25 F50/30 F(N)-Years and Out (Specify number of years) _____
 F55/15 F55/20 F55/25 F55/30

Effective Date _____

EMPLOYEE CONTRIBUTION RATE

New Rate 7.59%
 Effective Date 1/1/2013

**ADDITIONAL BENEFITS
AFFECTING FUTURE RETIREES**

- FAC 3 FAC 5 V-6 V-8 V-10 RS - 50%
 D-2 E-2 DROP+ with _____ %
 Effective Date _____

RETIREE COST-OF-LIVING BENEFIT PROGRAMS FOR CURRENT RETIREES

- E Standard E-1
 E - Other (Specify Factor _____ Adjustment Years _____)

Effective Date _____

WINDOW PERIOD (If applicable)

From _____ To _____
 (Date) (Date)

I CERTIFY THAT THE ABOVE WAS ADOPTED BY _____
 Governing Body Date of Meeting

 Authorized Signature Title Date

NOTE: Standard/Nonstandard Benefit Provisions—Attach page fully describing provision(s), and (1) a complete copy of the fully executed collective bargaining agreement and a certified copy of official minutes where the collective bargaining agreement or this Resolution was adopted, or (2) a copy of the arbitration or mediation decision. If further information is needed, please contact MERS Employer Services Division at 1 (800) 767-6377.

**RESOLUTION FOR CHANGING MERS BENEFITS
(OTHER THAN DB COMPONENT OF HYBRID PROGRAM)**



In accordance with the MERS Plan Document of 1996, the County of Ingham
(Participating Municipality)
3303 adopts the following benefits for: Confidentials - Division 01
(Municipality No.) (Reporting Unit No., MERS Division No. and Name)

A "division" is defined as an employee or group of employees covered by the same benefit programs **and** the same employee contribution program. Each division has a specific MERS number and name, such as "Div. 10, General-Admin.," and is part of a Reporting Unit, such as: "01."

Supporting Supplemental Valuation is dated _____

BENEFIT MULTIPLIER

From _____ To _____ Effective Date _____
(Current Benefit Multiplier) (New Benefit Multiplier)

Provisions for Earlier Normal Retirement

- F50/25 F50/30 F(N)-Years and Out (Specify number of years) _____
 F55/15 F55/20 F55/25 F55/30

Effective Date _____

EMPLOYEE CONTRIBUTION RATE

New Rate 6.56%
Effective Date 1/1/2013

**ADDITIONAL BENEFITS
AFFECTING FUTURE RETIREES**

- FAC 3 FAC 5 V-6 V-8 V-10 RS - 50%
 D-2 E-2 DROP+ with _____ %
Effective Date _____

RETIREE COST-OF-LIVING BENEFIT PROGRAMS FOR CURRENT RETIREES

- E Standard E-1
 E - Other (Specify Factor _____ Adjustment Years _____)

Effective Date _____

WINDOW PERIOD (If applicable)

From _____ To _____
(Date) (Date)

I CERTIFY THAT THE ABOVE WAS ADOPTED BY _____
Governing Body Date of Meeting

Authorized Signature Title Date

NOTE: Standard/Nonstandard Benefit Provisions—Attach page fully describing provision(s), and (1) a complete copy of the fully executed collective bargaining agreement and a certified copy of official minutes where the collective bargaining agreement or this Resolution was adopted, or (2) a copy of the arbitration or mediation decision. If further information is needed, please contact MERS Employer Services Division at 1 (800) 767-6377.

**RESOLUTION FOR CHANGING MERS BENEFITS
(OTHER THAN DB COMPONENT OF HYBRID PROGRAM)**



In accordance with the MERS Plan Document of 1996, the County of Ingham
3303 adopts the following benefits for: Department Heads - Division 73
(Municipality No.) (Reporting Unit No., MERS Division No. and Name)
(Participating Municipality)

A "division" is defined as an employee or group of employees covered by the same benefit programs **and** the same employee contribution program. Each division has a specific MERS number and name, such as "Div. 10, General-Admin.," and is part of a Reporting Unit, such as: "01."

Supporting Supplemental Valuation is dated _____

BENEFIT MULTIPLIER

From _____ To _____ Effective Date _____
(Current Benefit Multiplier) (New Benefit Multiplier)

Provisions for Earlier Normal Retirement

- F50/25 F50/30 F(N)-Years and Out (Specify number of years) _____
 F55/15 F55/20 F55/25 F55/30

Effective Date _____

EMPLOYEE CONTRIBUTION RATE

New Rate 1.2%
Effective Date 1/1/2013

**ADDITIONAL BENEFITS
AFFECTING FUTURE RETIREES**

- FAC 3 FAC 5 V-6 V-8 V-10 RS - 50%
 D-2 E-2 DROP+ with _____ %
Effective Date _____

RETIREE COST-OF-LIVING BENEFIT PROGRAMS FOR CURRENT RETIREES

- E Standard E-1
 E - Other (Specify Factor _____ Adjustment Years _____)

Effective Date _____

WINDOW PERIOD (If applicable)

From _____ To _____
(Date) (Date)

I CERTIFY THAT THE ABOVE WAS ADOPTED BY _____
Governing Body Date of Meeting

Authorized Signature

Title

Date

NOTE: Standard/Nonstandard Benefit Provisions—Attach page fully describing provision(s), and (1) a complete copy of the fully executed collective bargaining agreement and a certified copy of official minutes where the collective bargaining agreement or this Resolution was adopted, or (2) a copy of the arbitration or mediation decision. If further information is needed, please contact MERS Employer Services Division at 1 (800) 767-6377.

**RESOLUTION FOR CHANGING MERS BENEFITS
(OTHER THAN DB COMPONENT OF HYBRID PROGRAM)**



In accordance with the MERS Plan Document of 1996, the County of Ingham
(Participating Municipality)
3303 adopts the following benefits for: Non-Barg/Dept. Heads- Division 77
(Municipality No.) (Reporting Unit No., MERS Division No. and Name)

A "division" is defined as an employee or group of employees covered by the same benefit programs **and** the same employee contribution program. Each division has a specific MERS number and name, such as "Div. 10, General-Admin.," and is part of a Reporting Unit, such as: "01."

Supporting Supplemental Valuation is dated _____

BENEFIT MULTIPLIER

From _____ To _____ Effective Date _____
(Current Benefit Multiplier) (New Benefit Multiplier)

Provisions for Earlier Normal Retirement

F50/25 F50/30 F(N)-Years and Out (Specify number of years) _____
 F55/15 F55/20 F55/25 F55/30
Effective Date _____

EMPLOYEE CONTRIBUTION RATE

New Rate 1.2%
Effective Date 1/1/2013

**ADDITIONAL BENEFITS
AFFECTING FUTURE RETIREES**

FAC 3 FAC 5 V-6 V-8 V-10 RS - 50%
 D-2 E-2 DROP+ with _____ %
Effective Date _____

RETIREE COST-OF-LIVING BENEFIT PROGRAMS FOR CURRENT RETIREES

E Standard E-1
 E - Other (Specify Factor _____ Adjustment Years _____)
Effective Date _____

WINDOW PERIOD (If applicable)

From _____ To _____
(Date) (Date)

I CERTIFY THAT THE ABOVE WAS ADOPTED BY _____
Governing Body Date of Meeting

Authorized Signature Title Date

NOTE: Standard/Nonstandard Benefit Provisions—Attach page fully describing provision(s), and (1) a complete copy of the fully executed collective bargaining agreement and a certified copy of official minutes where the collective bargaining agreement or this Resolution was adopted, or (2) a copy of the arbitration or mediation decision. If further information is needed, please contact MERS Employer Services Division at 1 (800) 767-6377.

Agenda Item 6a

To: Ingham County Judiciary and Finance Committees
From: Da'Neese Wells
Date: 11/21/12
Subject: Sobriety Court Resolution for Fiscal Year 2013

Attached please find a resolution requesting authorization for the 55th District Court Sobriety Court to accept \$64,500 in grant funding from the Michigan Drug Court Grant Program (MDCGP), administered by the State Court Administrative Office (SCAO). The resolution also authorizes \$167,894 Ingham County In-Kind funding, resulting in a total Sobriety Court budget of \$232,394.

The 55th District Court has received grant funding from these programs for several years and seeks to continue. The program serves an average of 100 participants, graduates an average of 30 participants annually and is staffed by four employees (one full-time, three part-time).

Thank you for your consideration.

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE INGHAM COUNTY 55TH DISTRICT COURT TO ACCEPT
A GRANT AWARD FROM THE MICHIGAN SUPREME COURT'S STATE COURT
ADMINISTRATIVE OFFICE - MICHIGAN DRUG COURT GRANT PROGRAM (SCAO-MDCGP)**

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

WHEREAS, capacity of the program has grown past its original stated capacity of 70 offenders; and

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of a State Court Administrators Office grant including the SCAO-MDCGP grant in the amount of \$64,500 to the Ingham County 55th District Court Sobriety Court Program for the time period of October 1, 2012 through September 30, 2013.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the total grant budget of \$232,394 to include SCAO/MDCGP grant funds in the amount of \$64,500 and Ingham County in-kind matching funds of \$167,894 with no local hard cash matching funds required to continue the Sobriety Court Program.

BE IT FURTHER RESOLVED, grant funded Sobriety Court program direct service subcontracts with the following vendors is approved in the following amounts:

ADAM: not to exceed \$12,225

Dr. Garrett Turke/Cognitive Consultants: not to exceed \$3,250

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2012 and 2013 55th District Court budget and Position Allocation List.

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

Agenda Item 7

To: Ingham County Law Enforcement and Finance Committees
From: Lance Langdon, Director 9-1-1
Date: November 21, 2012
Reference: Request for Background Investigator Positions

With the move to a consolidated 9-1-1 Center we have had several employees from both centers that did not move to the County. Three former East Lansing employees and eight former Lansing employees did not choose to make the move. Many of the Lansing staff members were laid off police officers who were recalled to their former positions. Since opening we have also lost two staff members one taking a 9-5 day job with MSU and a second left to start/run her own business. We also have at least a couple more employees that are in background stages for other positions, so we look to lose two or three more in the near future. To the positive side, we did hire one former contract employee from the Lansing Center and one new hire that was not involved at all with either center.

We have a hiring process well under way to fill our 13 open positions. We have 19 applicants that have made it through the process and background investigations are being started on them. With the two prior 9-1-1 Centers, staff was hired under the Police Departments, who used staff members to do background investigations for the 9-1-1 Centers. With the new center we do not have the staffing to perform these investigations.

All of the 9-1-1 Staff have been placed through a Police Officer level background investigation which is very extensive. With the access daily to the State's LEIN, NCIC, CJIS, Home Land Security, Secretary of State, Social Security, Police Agency Case information as well as Police and Fire Operational Procedures, a complete background is needed and warranted.

At the first 9-1-1 Advisory Board Meeting, East Lansing Police Chief Juli Liebler offered to assist us in having her staff perform some of these background investigations and on the 20th I did meet with one of her staff members leaving them four backgrounds to do. As a retired officer, I also am working to get a couple of these investigations done myself in addition to my other work. This gives us 6 investigations that are lined up to be completed with at a minimum of 7 more to be done, but history shows that we do usually wash a few applicants out as the result of backgrounds. As a result we will probably need to do backgrounds on this first batch of applicants to fill all of the openings we have or expect. This would be 19 in the next 6 to 10 weeks.

I did obtain a cost from the Sheriff's Department to conduct these backgrounds which would have to be done by their staff on overtime. They estimated 20-25 hours per investigation for a cost of \$1325.00 per applicant. I also contacted a company that the Lansing Center had requested a quote from some time ago; their cost for an investigation at that time was \$1500.00 per applicant plus expenses. The Lansing Center had gotten this quote as it was taking a long time to get the backgrounds done through the Lansing Police as the officers worked on these along with their regular duties.

With this in mind, I would like to request authorization to hire 3 Special Part time employees. The qualifications for the position would include being a current or prior law enforcement officer that has been trained and conducted law enforcement backgrounds. Initially the investigators would have several investigations to complete and after the large influx of employees would then be used as needed when staff would lose a member or if a new applicant did not make it through training. With the future work being hopefully much less frequent, having three investigators available should allow for at least one of them being available to do an investigation very quickly.

I am suggesting that we pay \$25.00 per hour (\$28.89 per hour, with unemployment, FICA, workers comp and liability) for the investigator position. This amount is in line with a normal officer's hourly wage. With the Sheriff's Departments estimate of 20-25 hours per investigation it would result in a cost of \$577.80 to \$722.25 in wage costs per investigation and mileage costs estimated at an additional \$150.00 to \$200.00. This would bring our total cost per investigation to \$727.80 to \$922.25, which is about half the cost estimated by the Sheriff's Office or Private Background firm.

With these numbers to do our 19 candidates backgrounds having 6 done by East Lansing or Myself, and the remainder through these new background investigators it would cost between \$9461.40 and \$11,989.25 compared to between \$17,225.00 and \$19,500.00 plus expenses for an outside investigation.

As these would be Special Part time employees they could be used as needed rather than being on staff regularly when not needed, and reduce the costs of regular full time positions to perform this function, especially when there is no need for this position to be working every day. Also with them working directly under the 9-1-1 Center it will result in better control of timelines and help to shorten the application process.

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ESTABLISH SPECIAL PART TIME 911 CENTRAL DISPATCH CENTER
BACKGROUND INVESTIGATORS POSITIONS**

WHEREAS, that the Ingham County Board of Commissioners has established the Ingham County 911 Central Dispatch Center; and

WHEREAS, the current staffing level requires the hiring of a large number of new employees to fill currently open positions as well as future positions that become available; and

WHEREAS, the 911 Center requires a law enforcement level background investigation be completed on each new employee, and currently does not have staff that is trained or able to conduct these background investigations; and

WHEREAS, the 911 Centers while under the operation of the Cities of Lansing and East Lansing, had sworn police officers on staff that conducted these background investigations while the centers were under their control; and

WHEREAS, there is not a need for a full time staff member to fill the needs of 911 Background investigator, however at times there may be a need for more than one person to be doing investigations at a given time; and

WHEREAS, there are many current or retired police officers that can perform these investigations as they are needed.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes up to three (3) special part time 911 Central Dispatch Background Investigator positions.

BE IT FURTHER RESOLVED, that the rate of compensation will be \$25.00 per hour with the total personnel costs being \$28.89 as needed up to a maximum of 600 hours with the total costs being up to \$17,334.

BE IT FURTHER RESOLVED, that the funds will come from salary attrition within the 911 Center budget.

BE IT FURTHER RESOLVED, that the positions will be effective upon the passage of this resolution.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator's Office to make any necessary changes to the Position Allocation List and the Ingham County 911 Central Dispatch Center 2012 and 2013 Budget.

MEMORANDUM

To: Human Services and Finance Committees

From: Don Lehman, MSU Extension District 8 Coordinator

Date: November 20, 2012

Subject: Resolution to Authorize an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County

There have been agreements between MSU and Michigan counties for nearly a century. For fiscal year 2013, MSUE is providing a standard base agreement with each county. The base agreement will specify access to the full range of Extension's statewide programs offered by the four Extension programming institutes, and sets each county's share of the cost of maintaining the network of Extension Educators.

For the period January 1, 2013 to December 31, 2013, the County shall pay to MSUE \$186,469, which is the cost of the assessment plus any additional personnel costs. The Assessment Fee for Ingham County consists of the standard assessment amount of \$115,269 and \$71,200 for additional personnel, as described in Section A. Payment will be made the first month of each quarter of the county fiscal year.

DL/lg
Enclosures

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT FOR MICHIGAN STATE UNIVERSITY EXTENSION SERVICES BETWEEN MICHIGAN STATE UNIVERSITY AND INGHAM COUNTY APPROVING THE ANNUAL WORK PLAN FOR 2013

WHEREAS, Michigan State University Extension (MSUE), in collaboration with Ingham County are committed to helping people improve their lives through initiatives in four Extension Educational Program Institutes; and

WHEREAS, MSUE will provide access to educators appointed to the four Institutes and MSU faculty affiliated with each Institute to deliver core programs; and

WHEREAS, MSUE will provide administrative oversight of operating expenses for educators, 4-H coordinators, and other MSUE program staff and faculty who provide programming to counties; and

WHEREAS, the Ingham County Board of Commissioners will provide office space for a County Extension office, including utilities, telephone and access to high speed internet; and

WHEREAS, the Ingham County Board of Commissioners will provide clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media; and

WHEREAS, the parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination; and

WHEREAS, Ingham County has an umbrella agreement with MSU Extension to provide educational services from January 1, 2012 through December 31, 2016.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into the attached annual Work Plan that includes a county assessment of \$186,469 with MSU Extension for the period of January 1, 2013 through December 31, 2013 for delivery of Extension services and education.

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.

EXHIBIT A: Annual Work Plan (Ingham, 2013)

A. Specific Contributions by MSUE:

1. At least 1.0 FTE extension educator whose primary office of operation will be the county Extension office included in assessment.
2. .8 FTE additional extension educator (Horticulture) at \$71,200 (FTE * rate).
3. 1.5 FTE 4-H program coordinator(s) included in assessment whose primary office of operation will be the county Extension office.
 1. No additional 4-H program coordinators/other paraprofessional at _____ (FTE * rate).
 2. Administrative oversight included in annual assessment.
 3. Access to extension educators with expertise in each of the MSUE Institutes included in annual assessment.
 4. Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff and/or county staff upon request. Supervision is included in the annual assessment.
 5. Annual reporting of services provided, audiences served, and impact of programs in the county.

B. Specific Contributions by the County:

1. Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. Office space will be available for additional MSUE and/or county staff as mutually agreed. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in appendix A. The office space must be at least comparable to the average office space used by County employees.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.
4. The Assessment Fee of \$115,269 and \$71,200 for additional personnel, as described above in Section A.

C. Assessment to County:

For the period January 1, 2013, to December 31, 2013, the County shall pay to MSUE \$186,469 which is the cost of the assessment plus any additional personnel costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to CANR Budget and Finance, 210 Ag Hall, Michigan State University, East Lansing, MI 48824.

MICHIGAN STATE UNIVERSITY

By: _____

Daniel T. Evon, Director,
Contract & Grant Administration

Its: _____

Date: _____

INGHAM COUNTY

By: _____

Its: _____

Date: _____

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 19, 2012

SUBJECT: Recommendation to Authorize 2013 Dental Service Contracts

This is a recommendation to authorize dental services contracts for the Health Department's Ingham Community Health Centers for 2013. The Health Department has \$160,711 budgeted for contractual dentists to provide oral health services at the Healthy Smiles Dental Center and the Adult Health Center for 2013. This is a slight increase from the 2012 budgeted amount.

Qualified dentists are essential to ensure the delivery of high quality pediatric and adult oral health services within the Health Department's Ingham Community Health Centers. These services provide needed revenue. To maintain both services and meet revenue projections each year, the Ingham Community Health Centers must competitively recruit and retain contractual dentists.

Recruiting and retaining qualified dentists continues to be a challenge as the 2012 hourly rate of \$54.66, or \$113,693 per year, was far below what other contractual dentists who worked for Federally Qualified Health Centers (FQHCs) throughout Michigan were paid. The Michigan Primary Care Association's 2012 Compensation and Benefits Survey indicates that the average annual base salary of a dentist in a Michigan community health center is \$116,536. The Ingham County Health Department's 2011 Managerial Salary for a dentist was \$78,756 - \$94,530 (\$54.90 - \$65.90 per hour), which is well below average.

I recommend a 3% increase in the hourly rate from \$54.66 to \$56.30 for calendar year 2013 for the contractual dentists. With a 3% rate increase, the contracts will not exceed the budgeted amount of \$160,711 for 2013. This rate increase will be taken into consideration when the provider compensation study is conducted by Human Resources.

The attached resolution will authorize contracts with licensed dentists at the rate of \$56.30 per hour. The Health Department will manage contractual hours to stay within the total budgeted amount for contractual dentists. The County Attorney will prepare contracts that require the dentist to maintain professional liability insurance consistent with County policies. I recommend that the Board approve the attached resolution.

Attachment

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment
Jonathon MacGown, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE DENTAL SERVICE CONTRACTS
WITH LICENSED DENTISTS FOR 2013**

WHEREAS, Ingham County's Ingham Community Health Centers operates two dental health centers and uses a mix of employed and contracted dentists to provide dental services; and

WHEREAS, the Health Department's 2013 Budget includes \$160,711 for contractual dentists; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize dental services contracts with licensed dentists for the period of January 1, 2013 through December 31, 2013, at the rate of \$56.30 per hour.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes dental services contracts with licensed dentists for the period of January 1, 2013 through December 31, 2013.

BE IT FURTHER RESOLVED, that the dentists shall be paid at the rate of \$56.30 per hour, with total expenditures not to exceed \$160,711.

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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 19, 2012

RE: Resolution to Authorize Dental Services Agreements for the Ingham County Jail

Ingham County provides on-site dental services to inmates of the jail by using contractual dentists. This is an essential health care service, which Ingham County is required to provide.

The Health Department's 2013 budget includes \$18,000 to purchase oral health services using contractual dentists to serve the inmates of the Ingham County Jail. The proposed rate of compensation is \$70 per hour, which is a continuation of 2009 - 2012 rates. Contractual dentists at the Ingham County Jail are paid a higher hourly rate than other dentists because they operate without a dental assistant.

I recommend that the Ingham County Board of Commissioners authorize professional services agreements with dentists to provide oral health services to inmates of the Ingham County Jail for the period of January 1, 2013 through December 31, 2013.

Attachment

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment
Jonathon MacGown, w/attachment
Kathy Cole, w/attachment
Greg Harless, w/attachment
Joel Maatman, w/ attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE DENTAL SERVICES AGREEMENTS AT THE
INGHAM COUNTY JAIL**

WHEREAS, Ingham County provides dental services to individuals incarcerated within the Ingham County Jail; and

WHEREAS, the Health Department coordinates medical and dental services provided to inmates of the Ingham County Jail; and

WHEREAS, the Health Department utilizes professional services agreements to obtain the professional services of dentists to serve inmates of the Ingham County Jail; and

WHEREAS, the Health Department's 2013 Budget includes \$18,000 for the purpose of contracting with dentists; and

WHEREAS, the rate of pay rate for contracting with dentists has remained the same since 2009; and

WHEREAS, the Health Officer has recommended that professional services contracts be authorized with dentists to serve inmates of the Ingham County Jail.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes professional services agreements with dentists to serve individuals incarcerated at the Ingham County Jail.

BE IT FURTHER RESOLVED, that the agreements shall compensate dentists at the rate of \$70 per hour for services not to exceed a total of \$18,000.

BE IT FURTHER RESOLVED, that the period of the professional services agreements shall be January 1, 2013 through December 31, 2013.

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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 30, 2012

RE: Recommendation to Adopt the Proposed Schedule of Discounts and Co-Pay Schedule

As a Health Center Program Grantee under section 330e of the Public Health Services Act and a Title X (Family Planning) program grantee, the Health Department's Ingham Community Health Centers are required to adhere to Section 330 of the Public Health Services Act. Section 330(k)(3)(G) of the Public Health Services Act and 42 CFR Part 51c(303) require health centers to prepare and maintain a schedule of fees or payments for the provision of services consistent with locally prevailing rates or charges, which is designed to cover its reasonable costs of operation. The health center must also prepare a corresponding schedule of discounts to be applied to the payment of such fees or payments and apply discounts on the basis of the patient's ability to pay. The schedule of discounts must assure that no patient will be denied health care services due to an individual's inability to pay for such services. The schedule of discounts shall provide for a full discount to individuals and families with annual incomes at or below those set forth in the most recent CSA Poverty Income Guidelines (45 CFR 1060.2) and must not include a discount to individuals and families with annual incomes greater than twice those set forth in such Guidelines, except that nominal fees for services may be collected from individuals with annual incomes at or below such levels where imposition of such fees is consistent with project goals. Consistent with the policy (per Resolution #11-311) of the Health Department's Ingham Community Health Centers Board of Directors and the Board of Commissioners, no one will be denied service nor will anyone be turned over to a collection agency for non-payment.

The Federal Poverty Level is established yearly by the Department of Health and Human Services. Attached is the recommended Schedule of Discounts and Co-Pay Schedule for patients of the Health Department's Ingham Community Health Centers based on the current Federal Poverty Level. Consistent with the Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale (approved in Resolution #11-311), the co-pays have been raised to be consistent with locally prevailing rates or charges and to cover the reasonable costs of health center operations.

The Community Health Center's Board of Directors, as the co-applicant board, reviewed and recommends the adoption of the Schedule of Discounts and Co-Pay Schedule for patients of the Health Department's Ingham Community Health Centers.

I recommend that the Board of Commissioners adopt the attached resolution and attached Schedule of Discounts and Co-Pay Schedule.

Attachment

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment
Lynn Kiter, w/attachment
Jonathon MacGown, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT THE SCHEDULE OF DISCOUNTS AND CO-PAY SCHEDULE

WHEREAS, in March 2009, the Health Department became a Health Center Program Grantee under section 330 of the Public Health Services Act; and

WHEREAS, as a Health Center Program Grantee and a Title X, Family Planning, program, the Health Department's Ingham Community Health Centers are required to maintain a fee schedule and apply discounts to patients with incomes under 200% of the Federal Poverty Level; and

WHEREAS, the Health Department's Community Health Centers has proposed a discount and co-pay schedule based on the Federal Poverty Level for 2013; and

WHEREAS, the proposed Schedule of Discounts and Co-Pay Schedule is consistent with the Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale (approved in Resolution #11-311); and

WHEREAS, the proposed document includes increased costs to the co-pays to be consistent with locally prevailing rates or changes and to cover the reasonable costs of health center operations; and

WHEREAS, the Community Health Center's Board of Directors, as the Board of Commissioners' co-applicant board, has reviewed and recommends the adoption of the proposed Schedule of Discounts and Co-Pay Schedule for patients of the Health Department's Ingham Community Health Centers; and

WHEREAS, the Health Officer has also recommends the adoption of the document.

THEREFORE BE IT RESOLVED, that the Board of Commissioners adopts the attached Schedule of Discounts and Co-Pay Schedule for patients of the Health Department's Ingham Community Health Centers, effective January 1, 2013.

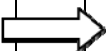
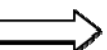
Ingham Community Health Centers Schedule of Discounts and Co-Pay Schedule



Discounts and co-pays are based on the total fee for each time you are seen at Ingham Community Health Centers.

Patients who are minors are not charged a co-pay for SBHC & confidential services.

Homeless Mobile Unit Patients are not charged a co-pay

You are eligible for 							
FQHC Program	SBHCs and Homeless Mobile	FQHC A	FQHC B	FQHC C	FQHC D	FQHC E	Full Pay
Federal Poverty Levels	0-100%	0-100%	101-125%	126-150%	151-175%	176-200%	201%+
Criteria	<ul style="list-style-type: none"> Applied for Discount Income is between 0% and 100% of FPL Approved 	<ul style="list-style-type: none"> Applied for Discount Income is between 0% and 100% of FPL Approved 	<ul style="list-style-type: none"> Applied for Discount Income is between 101% and 125% of FPL Approved 	<ul style="list-style-type: none"> Applied for Discount Income is between 126% and 150% of FPL Approved 	<ul style="list-style-type: none"> Applied for Discount Income is between 151% and 175% of FPL Approved 	<ul style="list-style-type: none"> Applied for Discount Income is between 176% and 200% of FPL Approved 	<ul style="list-style-type: none"> Did not apply/qualify for discount Discount expired, has not reapplied
FQHC Charge	NA	\$20	\$30	\$40	\$50	\$60	Full Charges
You are eligible for 							
Title X (FP) Program:	FP A	FP B	FP C	FP D	Full Pay		
Federal Poverty Levels	0-100%	101-150%	151-200%	201-250%	251% +		
Title X Charge	N/A	25% of Charges	50% of Charges	75% of Charges	100% of Charges		
IHP B Eligibility	FQHC A	FQHC B	FQHC C	FQHC D	FQHC E	Full Pay	
Federal Poverty Levels	0-100%	101-125%	126-150%	151-175%	176-200%	201%+	
IHP Copay	\$5	\$5	\$5	\$5	\$5	Not Eligible	

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 16, 2012

RE: Recommendation to Authorize the Reclassification of a Community Health Representative III Position in the Dental Clinics to a Community Health Representative IV

This is a recommendation to reclassify the Community Health Representative III (CHR III) position, UAW/E Position #601177 to a Community Health Representative IV (CHR IV), UAW/F. This reclassification will allow for the coordination of activities for the Sealant Program between the schools and the Health Department's Community Health Centers. This position will coordinate the schedule for the Sealant Program, conduct billing, follow-up with billing, collect and process permission slips, and follow-up and document Sealant Program PA 161 activity to the State of Michigan.

This reclassification has been discussed with Human Resources and the UAW TOPS union and both parties concur.

As part of the 2012-13 Public Health Services Comprehensive Agreement with MDCH, the Health Department was awarded \$20,000 to provide expanded oral health services. These funds are not currently included in the 2013 Budget. Cost to implement this reclassification is approximately \$2,773. The Public Health Services Comprehensive Agreement for 2012-13 will cover these increased costs.

I recommend that the Board of Commissioner approve the attached resolution and authorize the reclassification of Position #601177 from a Community Health Representative III to a Community Health Representative IV.

c: Debra Brinson, w/attachment
Barb Mastin, w/attachment
John Jacobs, w/attachment
Jonathon MacGown, w/attachment
Cheryl Gildner, w/attachment
Travis Parsons, w/attachment
Chuck Gray, w/attachment

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE RECLASSIFICATION OF A COMMUNITY HEALTH REPRESENTATIVE III (POSITION #601177) TO A COMMUNITY HEALTH REPRESENTATIVE IV

WHEREAS, as part of the 2012-13 Public Health Services Comprehensive Agreement authorized in Resolution #12-311, the Health Department was awarded \$20,000 to provide expanded oral health services; and

WHEREAS, these funds are not currently included in the Health Department's 2013 Budget; and

WHEREAS, the Health Department recommends the reclassification of Position #601177 from a Community Health Representative III (CHR III) position (UAW/E) to a Community Health Representative IV (CHR IV) UAW/F; and

WHEREAS, this reclassification will allow for the coordination of activities for the Sealant Program between the schools and the Health Department's Ingham Community Health Centers; and

WHEREAS, this position will coordinate the schedule for the Sealant Program, conduct billing, follow-up with billing, collect and process permission slips, and follow-up and document Sealant Program PA 161 activity to the State of Michigan; and

WHEREAS, the cost to reclassify Position #601177 from a CHR III to a CHR IV will be approximately \$2,773; and

WHEREAS, the 2012-13 Public Health Services Comprehensive Agreement will cover these increased costs; and

WHEREAS, this reclassification has been discussed and is supported by Human Resources and the UAW; and

WHEREAS, the Health Officer recommends that the Board of Commissioner authorize the reclassification of Position #601177 from a Community Health Representative III to a Community Health Representative IV.

THEREFORE BE IT RESOVED, that the Board of Commissioners authorizes the reclassification of Position #601177 from a Community Health Representative III UAW/E to a Community Health Representative IV UAW/F.

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

BE IT FURTHER RESOLVED, that the reclassification will become effective on December 17, 2012.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 19, 2012

RE: Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University

This is a resolution to authorize an Infectious Disease Physician agreement with the College of Osteopathic Medicine at Michigan State University. The Health Department operates an HIV Continuum of Care Program within its Cedar Community Health Center to ensure access to primary and specialty medical care for individuals with HIV/AIDS. The Health Department receives funding through the Michigan Department of Community Health's HIV Continuum of Care Program in the amount of \$275,000 to ensure the provision of ambulatory HIV/AIDS services.

To provide high quality medical care to people with HIV/AIDS, the Health Department requires a 0.4 full-time equivalent Infectious Disease Physician. Since establishing its HIV Continuum of Care Program, the Health Department has contracted with Michigan State University College of Osteopathic Medicine (MSU COM) for these services. MSU COM provides a faculty member of the College who is Board Certified in Internal Medicine with a specialty in infectious disease and the only physician trained in HIV/AIDS care.

The Community Health Center's Board of Directors has reviewed and supports this request.

I recommend that the Board of Commissioners authorize an agreement with MSU COM for infectious disease physician services for the period of January 1, 2013 through December 31, 2015. Ingham County shall pay MSU COM a 1% increase over the 2012 rate of \$89,154 for a total of \$90,046 from January 1, 2013 through December 31, 2013. Ingham County shall then provide a 1% increase per year for the following two years, \$90,946 for Calendar Year 2014 and \$91,856 for Calendar Year 2015.

Attachment

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment
Jonathon MacGown, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN INFECTIOUS DISEASE PHYSICIAN AGREEMENT WITH
THE COLLEGE OF OSTEOPATHIC MEDICINE AT MICHIGAN STATE UNIVERSITY
TO PROVIDE INFECTIOUS DISEASE PHYSICIAN SERVICES WITHIN THE
HEALTH DEPARTMENT'S HIV CONTINUUM OF CARE PROGRAM**

WHEREAS, the Health Department operates an HIV Continuum of Care Program within its Cedar Community Health Center; and

WHEREAS, the Health Department's HIV Continuum of Care Program ensures access to primary and specialty medical care for individuals with HIV/AIDS; and

WHEREAS, the Health Department receives external funding through the Michigan Department of Community Health's HIV Continuum of Care program in the amount of \$275,000 to ensure the provision of ambulatory HIV/AIDS services; and

WHEREAS, the Health Department requires a 0.4 full-time equivalent infectious disease physician to provide high quality medical care to those with HIV/AIDS; and

WHEREAS, the County has contracted with Michigan State University College of Osteopathic Medicine (MSU COM) for these services since establishing its HIV Continuum of Care Program as authorized in resolution #08-323; and

WHEREAS, the Community Health Center's Board of Directors has reviewed and supports this agreement; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize an agreement with MSU COM for infectious disease physician services for the period of January 1, 2013 through December 31, 2015.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with Michigan State University College of Osteopathic Medicine for a 0.40 full-time equivalent infectious disease physician, to provide infectious disease physician services within the Health Department's HIV Continuum of Care Program, who shall be a faculty member of the College and board certified in internal medicine with a subspecialty in infectious disease.

BE IT FURTHER RESOLVED, that the period of the agreement shall be January 1, 2013 through December 31, 2015.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2013 through December 31, 2013, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$90,046.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2014 through December 31, 2014, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$90,946.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2015 through December 31, 2015, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$91,856.

BE IT FURTHER RESOLVED, that 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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 19, 2012

RE: Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University funded through the Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare Program

This resolution authorizes an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University. The Health Department operates a Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare program grant. The Health Department receives funding through the Health Resources and Services Administration in the amount of \$499,974 to operate this program.

To successfully meet the requirements of this grant, the Health Department's Community Health Centers require a 0.2 full-time equivalent Infectious Disease Physician. The Health Department has contracted with Michigan State University College of Osteopathic Medicine (MSU COM) for infectious disease physician services. The funding from the Ryan White grant will enable the Health Department's CHC to expand services to include women, infants, children youth, and affected family members. MSU COM will provide a faculty member of the College who is Board Certified in Internal Medicine with a specialty in infectious disease and the only physician trained in HIV/AIDS care.

The Community Health Center's Board of Directors has reviewed and supports.

I recommend that the Board of Commissioners authorize an agreement with MSU COM for infectious disease physician services for the period of January 1, 2013 through December 31, 2015. Ingham County shall pay MSU COM up to \$45,023 from January 1, 2013 through December 31, 2013. Ingham County shall then provide a 1% increase per year for the following two years, for up to \$45,473 for Calendar Year 2014 and \$45,928 for Calendar Year 2015.

Attachment

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment
Jonathon MacGown, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN INFECTIOUS DISEASE PHYSICIAN AGREEMENT WITH THE COLLEGE OF OSTEOPATHIC MEDICINE AT MICHIGAN STATE UNIVERSITY FUNDED THROUGH THE RYAN WHITE TITLE IV WOMEN, INFANTS, CHILDREN, YOUTH AND AFFECTED FAMILY MEMBERS AIDS HEALTHCARE PROGRAM

WHEREAS, the Health Department's Community Health Centers operates a Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare program grant; and

WHEREAS, Ingham County receives funding through the Health Resources and Services Administration in the amount of \$499,974 to operate this program; and

WHEREAS, to successfully meet the requirements of this grant, the Health Department's Community Health Centers will require a 0.2 full-time equivalent Infectious Disease Physician; and

WHEREAS, the Health Department has contracted with Michigan State University's College of Osteopathic Medicine (MSU COM) for infectious disease physician; and

WHEREAS, the funding from the Ryan White grant will enable the Health Department's CHC to expand services to include women, infants, children youth, and affected family members; and

WHEREAS, MSU COM will provide a faculty member of the College who is Board Certified in Internal Medicine with a specialty in infectious disease; and

WHEREAS, the Community Health Center's Board of Directors has reviewed and supports this agreement; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with MSU COM for infectious disease physician services for the period of January 1, 2013 through December 31, 2015; and

WHEREAS, Ingham County shall pay MSU COM up to \$45,023 from January 1, 2013 through December 31, 2013; and

WHEREAS, Ingham County shall then provide a 1% increase per year for the following two years, for up to \$45,473 for Calendar Year 2014 and \$45,928 for Calendar Year 2015.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with Michigan State University College of Osteopathic Medicine for a 0.20 full-time equivalent infectious disease physician, to provide infectious disease physician services to meet the requirements of the Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare program grant.

BE IT FURTHER RESOLVED, MSU COM will provide a faculty member of the College who is Board Certified in Internal Medicine with a specialty in infectious disease and the only physician trained in HIV/AIDS care.

BE IT FURTHER RESOLVED, that the period of the agreement shall be January 1, 2013 through December 31, 2015.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2013 through December 31, 2013, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$45,023.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2014 through December 31, 2014, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$45,473.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2015 through December 31, 2015, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$45,928.

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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 26, 2012

RE: Resolution to Authorize an Agreement with Michigan State University's
College of Nursing for Nurse Practitioner Services at the Women's Health Center

Attached is a resolution to authorize an agreement with Michigan State University's College of Nursing (MSU CON) for 0.30 FTE Nurse Practitioner Services at Women's Health. The Health Department has contracted with the MSU CON for the provision of Nurse Practitioner services within Women's Health since 2010. The current agreement expires December 31, 2012.

Throughout this partnership, MSU CON has provided high quality services to patients of Women's Health. The need to continue this agreement remains. MSU CON and the Health Department have agreed to the following rates for 0.30 FTE Nurse Practitioner services at Women's Health:

- 2013 - \$40,710 (1% increase from 2012)
- 2014 - \$41,321 (1.5% increase from 2013)
- 2015 - \$41,940 (1.5% increase from 2014)

The health care services provided by Nurse Practitioners like other providers are billed to Medicaid, the Ingham Health Plan and other health insurers enabling the Department to attain its revenue goals.

The Community Health Center's Board of Directors supports the agreement with MSU CON for 0.30 FTE Nurse Practitioner services at Women's Health at the rates previously identified.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with Michigan State University's College of Nursing for 0.30 FTE of Nurse Practitioner Services at Women's Health, for the period of January 1, 2013 through December 31, 2015 at the rates identified above.

c: Debra Brinson w/attachment
John Jacobs, w/attachment
Barb Mastin, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN STATE UNIVERSITY
COLLEGE OF NURSING FOR NURSE PRACTITIONER SERVICES IN THE
WOMEN'S HEALTH CENTER**

WHEREAS, the Health Department has contracted with the Michigan State University College of Nursing (MSU CON) for Nurse Practitioner services at the Women's Health Center since January 1, 2011; and

WHEREAS, the need for Nurse Practitioner services at the Women's Health Center continues; and

WHEREAS, the health care services provided by Nurse Practitioners enable the Department to attain its revenue goals; and

WHEREAS, the Health Department advises that the quality of services provided by MSU CON's Nurse Practitioners is very good; and

WHEREAS, the Community Health Center's Board of Directors supports an agreement with MSU CON for 0.30 FTE Nurse Practitioner services at the Women's Health Center; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes on of an agreement with the Michigan State University College of Nursing for 0.30 FTE of Nurse Practitioner services in the Women's Health Center for the period of January 1, 2013 through December 31, 2015 at the following rates:

- January 1, 2013 through December 31, 2013 - \$40,710
- January 1, 2014 through December 31, 2014 - \$41,321
- January 1, 2015 through December 31, 2015 - \$41,940

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with the Michigan State University College of Nursing for 0.30 FTE of Nurse Practitioner services at the Women's Health Center for the period of January 1, 2013 through December 31, 2015 at the following rates:

- January 1, 2013 through December 31, 2013 - \$40,710
- January 1, 2014 through December 31, 2014 - \$41,321
- January 1, 2015 through December 31, 2015 - \$41,940

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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 26, 2012

RE: Resolution to Authorize an Agreement with Michigan State University's
College of Nursing for Nurse Practitioner Services at the Ingham County Jail

Attached is a resolution to authorize an agreement with Michigan State University's College of Nursing (MSU CON) for 1.0 FTE Nurse Practitioner Services at the Ingham County Jail. The Health Department has contracted with the MSU CON for the provision of 40 hours per week of Nurse Practitioner services in the Health Department's Correctional Health Services unit since January 2007. The current agreement expires December 31, 2012.

Throughout this partnership, MSU CON has provided high quality services to inmates of the Jail and has assisted in reducing costs associated with the provision of medical care. MSU CON and the Health Department have agreed to the following rates for Nurse Practitioner services at the Ingham County Jail:

- 2013- \$135,699 (1.0% increase from 2012)
- 2014 - \$137,735 (1.5% increase from 2013)
- 2015 - \$139,801 (1.5% increase from 2014)

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with Michigan State University's College of Nursing for 1.0 FTE of Nurse Practitioner services at the Ingham County Jail for the period of January 1, 2013 through December 31, 2015 at the rates identified above.

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barb Mastin, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
THE MICHIGAN STATE UNIVERSITY COLLEGE OF NURSING FOR
NURSE PRACTITIONER SERVICES AT THE INGHAM COUNTY JAIL**

WHEREAS, the Ingham County Health Department assumed the responsibility for providing and managing medical services to inmates at the Ingham County Jail on January 1, 2007; and

WHEREAS, the Health Department has contracted with the Michigan State University College of Nursing (MSU CON) for Nurse Practitioner services for its Correctional Health Services Unit since January 1, 2007; and

WHEREAS, the need for Nurse Practitioner services at the Ingham County Jail continues; and

WHEREAS, the Health Department advises that the level and quality of services provided by MSU CON's Nurse Practitioners is very good and that these services have assisted the Health Department in reducing costs associated with the provision of medical care to inmates housed within the Jail; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes an agreement with the Michigan State University College of Nursing for 1.0 FTE of Nurse Practitioner services for the period of January 1, 2013 through December 31, 2015 at the following rates:

- January 1, 2013 through December 31, 2013- \$135,699
- January 1, 2014 through December 31, 2014 - \$137,735
- January 1, 2015 through December 31, 2015 - \$139,801

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with the Michigan State University College of Nursing for 1.0 FTE of Nurse Practitioner services for the period of January 1, 2013 through December 31, 2015 at the following rates:

- January 1, 2013 through December 31, 2013- \$135,699
- January 1, 2014 through December 31, 2014 - \$137,735
- January 1, 2015 through December 31, 2015 - \$139,801

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: Renée B. Canady, PhD., Health Officer

DATE: November 28, 2012

RE: Resolution to Authorize the Execution of the 2012/2013 Schedule A to the
Administrative Services Contract with Blue Cross Blue Shield of Michigan

Ingham County entered into an Administrative Services Agreement with Blue Cross Blue Shield (BCBS) of Michigan, effective December 1, 1996, to pay health care providers for health care services to Ingham County Jail inmates. This agreement was amended per Resolution #10-056, which executed the Schedule A Addendum.

Each year, the Administrative Services Agreement is updated using the Schedule A Addendum. The 2012/2013 Schedule A Addendum proposed by BCBS of Michigan is the same as the 2011/2012 Schedule A Addendum.

I recommend that the Board of Commissioners authorize the execution of the 2012/2013 Schedule A Addendum with BCBS of Michigan to continue processing medical claims for inmates of the Ingham County Jail.

Attachment

c: Debra A. Brinson, w/ attachment
Barb Mastin, w/attachment
John Jacobs, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE 2012 – 2013 SCHEDULE A ADDENDUM TO THE BLUE
CROSS BLUE SHIELD ADMINISTRATIVE SERVICES AGREEMENT FOR SERVICES TO
INGHAM COUNTY JAIL INMATES**

WHEREAS, Ingham County and Blue Cross Blue Shield (BCBS) of Michigan entered into an agreement in 1996 wherein BCBS of Michigan would pay the claims of health care services provided to inmates of the Ingham County Jail; and

WHEREAS, that agreement is updated by executing a Schedule A attachment; and

WHEREAS, BCBS of Michigan has proposed a 2012 – 2013 Schedule A Addendum to the Administrative Services Agreement; and

WHEREAS, there are no changes to the proposed 2012 – 2013 Schedule A Addendum to the Administrative Services Agreement; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the 2012 - 2013 Schedule A Addendum to the BCBSM Administrative Services Agreement for inmates of the Ingham County Jail.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a Schedule A addendum to the Administrative Services Agreement with Blue Cross and Blue Shield of Michigan for paying claims for health care services provided to inmates of the Ingham County Jail.

BE IT FURTHER RESOLVED, that the Schedule A Addendum shall be effective December 1, 2012 through November 30, 2013.

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

November 20, 2012

TO: County Services, Human Services and Finance Committees

FROM: Teri Morton, Budget Director

RE: Year End Adjustment and Contingency Fund Update

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2012 Budget. The General Fund budget will be adjusted to the amount of \$73,219,108 for the fourth quarter of 2012.

One notable adjustment that will be necessary is an increase in the general fund appropriation to the Community Health Center Network Fund (511). This fund is currently projecting a deficit of approximately \$800,000. A sufficient surplus is projected in the Health Fund (221) to cover this shortfall. This resolution will authorize any necessary adjustments in general fund appropriation between the two funds.

This resolution will also amend the 2013 Parks Department budget by identifying a specific position for elimination. The 2013 adopted budget includes one position to be eliminated from the Parks Department to be identified by December 31, 2012. This delay was recommended by the Controller to allow time for a thorough evaluation of the Parks Department's operation in order to recommend a position elimination that would have the least detrimental impact on the overall services provided by the department. The position number and job title will be provided at the County Service meeting on December 4.

Also included is an update of contingency fund spending so far this year. The current contingency amount is \$157,689. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$449,888.

Should you have any questions or require any additional information, please don't hesitate to contact me.

2012 CONTINGENCY

Adopted Contingency Amount	\$494,888
R11-363: Unallocated Community Agency Funding	14,125
R11-398: Emergency Allocation Nat'l Council on Alcoholism	(7,000)
R12-325: MIS Operations Manual	(44,324)
R12-328: 3 rd Quarter Adjustment (\$400K Jail Med/\$100K Excess Rev)	(300,000)
Current Contingency Amount	\$157,689

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE CONTROLLER TO MAKE YEAR END
BUDGET ADJUSTMENTS AND TO AMEND THE 2013 PARKS BUDGET**

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

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

WHEREAS, the Community Health Center Network (CHCN) Fund (511) is projecting a deficit of approximately \$800,000, and the Health Fund (221) has a sufficient surplus to cover the CHCN Fund shortfall; and

WHEREAS, the 2013 Budget as adopted by Resolution 12-353 eliminated a position from the Parks Department budget, to be identified by December 31, 2012; and

WHEREAS, the Controller has evaluated the Parks Department's operation and is now recommending a specific position for elimination.

THEREFORE BE IT RESOLVED, that the Controller is authorized to make necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2012 Ingham County General Fund budget at \$73,219,108.

BE IT FURTHER RESOLVED, that the Controller is authorized to decrease the general fund appropriation to the Health Fund and increase the general fund appropriation to the Community Health Center Network Fund in order to avoid a deficit in the CHCN fund.

BE IT FURTHER RESOLVED, that Position Number xxxxxx, (-----) is removed from the Position Allocation List effective January 1, 2013.

DATE: November 19, 2012
TO: Finance and Liaison Committees
FROM: Mary A. Lannoye, Controller/Administrator
RE: Resolution Approving Various Contracts for the 2013 Budget Year

Commissioners:

This resolution will approve the attached list of contracts for the 2013 budget year. The list consists only of contracts that are included in the 2013 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

In the past, a limited amount of contract renewals have been included in the annual appropriations resolution. With the amendment of the county contract approval process authorized by Resolution 09-095, which reduced the maximum amount allowed for short form authorizations from \$25,000 to \$5,000, it was decided two years ago to expand this list and have the Board of Commissioners consider these contracts as a separate resolution. The liaison committees may decide that there are some contracts included on the list that would better be considered as separate resolutions. Those contracts will be removed from this resolution before the passage by the Board of Commissioners, and will be brought back before the Board as separate resolutions at a later date.

Based on the policy on cost increases for service related contracts authorized by Board Resolution 12-369, expenditure contracts with a 2013 increase of 1% or less are the only ones included in this resolution.

Please contact me if you have any questions.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2013 BUDGET YEAR

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

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

WHEREAS, funding for these contracts has been included within the 2013 Adopted Budget; and

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

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

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

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

COUNTY SERVICES COMMITTEE

NOTE: PMA designates contract as a Preventative Maintenance Agreement.

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT (See NOTE)	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase over 2012	% Increase over 2012	Funding Source
1	Clerk	Tyler Technologies	Licensing/Support Agreement for Eagle Clerk Software	Oct-12	Sep-13	\$22,468	\$19,402	-\$3,066	-14%	General Fund
2	Equalization	AVS	Appraisal Service	Jan-13	Dec-13	\$ 80,000	\$ 80,000	\$0	0%	General Fund
3	Fair	Moss Professional Cleaning	Cleaning Community Building & Offices	Jan-13	Dec-13	\$ 10,500	\$ 10,500	\$0	0%	General Fund
4	MIS	Airialink	1GB Fiber Connection to the Ingham Family Center	Oct-12	Sep-13	\$ 9,000	\$ 9,000	\$0	0%	General Fund
5	MIS	Lansing Fiber	Dark Fibre & equipment	Jan-13	Dec-13	\$ 10,000	\$ 10,000	\$0	0%	General Fund
6	MIS-LOFT	LEIN: MI State Police	LEIN User Access Fee	Jan-13	Dec-13	\$17,450	\$17,450	\$0	0%	LOFT Fund (1)
7	MIS-LOFT	Webtechs	PMA - Annual Maintenance	Jan-13	Dec-13	\$12,000	\$12,000	\$0	0%	LOFT Fund (1)
8	Potter Park Zoo	Ayles	Tree Trimming	Jan-13	Dec-13	\$20,000	\$20,000	\$0	0%	Zoo Millage
TOTALS:						\$181,418	\$178,352	-\$3,066	-1%	

REVENUE CONTRACTS

	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase over 2012	% Increase over 2012
1	Equalization	State of Michigan	Annual Grant for Remonumentation Program	Jan-13	Dec-13	\$85,000	\$80,444	-\$4,556	-5%
2	Human Resources	Tri-County Office on Aging	For HR consulting services Annual renewal since 2006	Jan-13	Dec-13	\$40,028	\$40,028	\$0	0%
TOTALS:						\$125,028	\$120,472	-\$4,556	-4%

Notes on Funding Sources:

(1) The Law and Order Fund for Technology (LOFT)

HUMAN SERVICES COMMITTEE

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase over 2012	% Increase over 2012	Funding Source
1	Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	Jan-13	Dec-13	\$ 33,750	\$ 33,750	\$0	0%	General Fund
2	Health Department	Volunteers of America	Homeless Day Center	Oct-11	Sept-12	\$ 30,000	\$ 30,000	\$0	0%	General Fund
3	Health Department	Our Savior Lutheran Church	Food Pantry Operation - 1515 W. Holmes Rd	Oct-11	Sept-12	\$ 7,200	\$ 7,200	\$0	0%	General Fund
TOTALS:						\$ 70,950	\$ 70,950	\$0	0%	

Revenue Contracts

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase over 2012	% Increase over 2012
1	VA	Michigan Veterans Trust Fund	Services Provided for Ingham County Trust Fund	Oct-12	Sep-13	\$ 7,800	\$ 7,800	\$0	0%
2	VA	Clinton County	Services Provided to Clinton County	Jan-13	Dec-13	\$ 45,211	\$ 41,021	-\$4,190	-9%
TOTALS:						\$ 53,011	\$48,821	-\$4,190	-8%

JUDICIARY COMMITTEE										
	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase over 2012	% Increase over 2012	Funding Source
1	Circuit Court	TEL/Thalner	Technology Support for the Courtrooms(Excluding Courtroom 1)	Jan-13	Dec-13	\$ 23,000	\$ 23,000	\$0	0%	General Fund
2	Family Court	MSU Psychology Department	Diversion Program - Reduces days/cost for out of home care	Oct-12	Sep-13	\$155,398	\$155,398	\$0	0%	50% GF/50% State of MI
3	Family Court	Peckham Inc., Footprints Group Home	Short term female residential. NOTE: JJM Fund.	Oct-12	Sep-13	\$433,679	\$433,679	\$0	0%	50% GF/50% State of MI
4	Family Court	Clarinda Group Home	Female transition from long term treatment NOTE: JJM Fund.	Oct-12	Sep-13	\$511,962	\$511,962	\$0	0%	50% JJM/50% State of MI
5	Family Court	Peckham, Crossroads	Educational and vocational program for delinquent youth.	Oct-12	Sep-13	\$306,772	\$306,772	\$0	0%	50% GF/50% State of MI
6	Family Court	Highfields	Day Treatment Program - transportation and behavioral specialists	Oct-12	Sep-13	\$646,825	\$646,825	\$0	0%	50% GF/50% State of MI
7	Family Court	Highfields	Evening Reporting Program - transportation and behavioral specialists	Oct-12	Sep-13	\$312,650	\$312,650	\$0	0%	50% GF/50% State of MI
8	Family Court	Four Attorneys: Skinner, Mertens, Fraho, Eagleson	Guardian-Ad-Litem contracts to represent children in abuse and neglect hearings	Oct-12	Sep-13	\$200,000	\$200,000	\$0	0%	50% GF/50% State of MI
9	Probate Court	Michael Staake & William Metros	Legal representation for mental illness respondents.	Jan-13	Dec-13	\$10,000	\$10,000	\$0	0%	General Fund
10	Probate Court	Robert Refior & Louis Kafantaris	Guardian ad Litem services for general Probate respondents.	Jan-13	Dec-13	\$17,000	\$17,000	\$0	0%	General Fund
11	FOC	MGT	CRP Contract Preparation & Billing, Time Study Employee Billing	Oct-12	Sep-13	\$ 9,750	\$ 9,750	\$0	0%	General Fund
12	Ingham County	Legal Services of South Central Michigan	Provide legal services to low-income residents of Ingham County	Jan-13	Dec-13	\$20,000	\$20,000	\$0	0%	
TOTALS:						\$2,647,036	\$ 2,647,036	\$ (0)	0%	
Revenue Contracts										
	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase over 2012	% Increase over 2012	
1	Family Court	State of Michigan	Annual Child Care Agreement	Oct-12	Sep-13	\$17,207,189	\$17,071,766	-\$135,423	-1%	
2	FOC	State of Michigan	Annual Access and Visitation Grant	Oct-12	Sep-13	\$7,675	\$6,300	-\$1,375	-18%	
3	FOC	State of Michigan	Cooperative Reimbursement Grant	Oct-12	Sep-13	\$4,850,300	\$4,816,058	-\$34,242	-1%	
4	Work Study	Cooley Law School, Detroit College of Law, Michigan State University	Annual Work Study Grants	Continuing	Continuing	\$47,689	\$47,689	\$0	0%	
TOTALS:						\$22,112,853	\$21,941,813	-\$171,040	-1%	

LAW ENFORCEMENT COMMITTEE										
Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase	% Increase over 2012	Funding Source
1	Animal Control	Spay/Neuter Services	Spay/Neuter Services	Mar-13	Feb-14	\$ 44,520	\$ 44,520	\$0	0%	General Fund
2	Comm. Corr	Westaff	CCAB Administration & Data	Jan-13	Dec-13	\$ 43,288	\$ 43,288	\$0	0%	\$24,698 GF/\$12,500 State of MI/ \$5,740 from City
3	Prosecuting Attorney	Westlaw	Law Books	Jan-13	Dec-13	\$ 25,500	\$ 25,500	\$0	0%	General Fund
4	Prosecuting Attorney	Lexis	Law Books	Jan-13	Dec-13	\$ 10,500	\$ 5,000	-\$5,500	-52%	General Fund
5	Prosecuting Attorney	MGT	Applications and Billings for 2011-2012	Jan-13	Dec-13	\$ 6,000	\$ 6,000	\$0	0%	67% MDHS, 33% GF
5	Sheriff	Lansing-Mason Ambulance	Inmate Ambulance Service	Jan-13	Dec-13	\$ 22,500	\$ 22,500	\$0	0%	General Fund
6	Sheriff	I.D. Networks	Software in Jail - Main/LiveScan	Jun-13	Jun-13	\$ 7,000	\$ 7,000	\$0	0%	General Fund
7	Sheriff	Prisoner Transport Services	Inmate Extraditions	Jan-13	Dec-13	\$ 25,000	\$ 25,000	\$0	0%	General Fund
REVENUE CONTRACTS										
Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase	% Increase over 2012	
1	Prosecuting Attorney	State of Michigan	Cooperative Reimbursement Program	Oct-12	Sep-13	\$712,639	\$692,320	-\$20,319	-3%	
2	Prosecuting Attorney	State of Michigan	Juvenile Accountability Incentive Block Grant	Oct-12	Sep-13	\$22,843	\$4,000	-\$18,843	-82%	
3	Prosecuting Attorney	State of Michigan	Anti-Drug Abuse Program	Oct-12	Sep-13	\$155,000	\$50,498	-\$104,502	-67%	
4	Prosecuting Attorney	State of Michigan	Domestic Violence Prevention	Oct-12	Sep-13	\$65,000	\$65,000	\$0	0%	
5	Prosecuting Attorney	State of Michigan	Title IV E Grant	Oct-12	Sep-13	\$78,432	\$78,432	\$0	0%	
6	Prosecuting Attorney	State of Michigan	Victims Rights Grant	Oct-12	Sep-13	\$193,600	\$199,600	\$6,000	3%	
7	Sheriff	State of Michigan	Annual Grant for Secondary Road Patrol	Oct-12	Sep-13	\$248,002	\$248,002	\$0	0%	
8	Sheriff	State of Michigan	Annual Grant for Marine Safety Programs	Oct-12	Sep-13	\$4,109	\$4,109	\$0	0%	
9	Sheriff	State of Michigan	Annual Grant for Emergency Management	Oct-12	Sep-13	\$45,582	\$45,582	\$0	0%	
10	Ingham County	Tri-County Metro Narcotics Squad	Annual Grant for Drug Assets Forfeiture Program	Oct-12	Sep-13	\$271,805	\$271,805	\$0	0%	

RECEIVED
NOV 27 2012

AGENDA ITEM # 11

DELHI CHARTER TOWNSHIP
NOTICE OF HEARING

APPLICATIONS FOR EXEMPTION OF NEW PERSONAL PROPERTY BY XG SCIENCES, INC.

TO THE DELHI TOWNSHIP ASSESSOR AND THE LEGISLATIVE BODY OF EACH TAXING UNIT THAT LEVIES
AD VALOREM PROPERTY TAXES WITHIN THE TOWNSHIP:

XG SCEINCES, INC.
DELHI TOWNSHIP ASSESSOR
CATA
CAPITAL AREA DISTRICT LIBRARY
CAPITAL CITY AIRPORT AUTHORITY
HOLT BOARD OF EDUCATION
INGHAM COUNTY BOARD OF COMMISSIONERS
INGHAM INTERMEDIATE SCHOOL BOARD
LANSING COMMUNITY COLLEGE BOARD OF TRUSTEES
STATE TAX COMMISSION

PLEASE TAKE NOTICE, that Delhi Charter Township has received an Application for Exemption of New Personal Property from XG Sciences, Inc. A complete copy of the applications and attachments may be obtained upon request from the Delhi Township Community Development Department by calling 517-694-8281.

PLEASE TAKE FURTHER NOTICE, that the Township Board of Delhi Charter Township shall afford an opportunity for hearing on the referenced Application on the 18th day of December, 2012, at 8:00 p.m., held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan, in the Charter Township of Delhi, Ingham County.

Evan Hope, Township Clerk