

CHAIRPERSON
KARA HOPE

VICE-CHAIRPERSON
SARAH ANTHONY

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

FINANCE COMMITTEE
REBECCA BAHAR-COOK, CHAIR
TODD TENNIS
BRIAN McGRAIN
BRYAN CRENSHAW
SARAH ANTHONY
RANDY SCHAFER
ROBIN CASE NAEYAERT

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, OCTOBER 5, 2016 AT 5:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

NOTE CHANGE IN TIME

Agenda

Call to Order

Approval of the [September 14, 2016](#) and [September 21, 2016](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Treasurer - Discussion Item: Progress Toward Correcting 2015 Audit Findings
2. Equalization/Tax Mapping - Resolution to Approve the 2016 [Apportionment Report](#) (*Report to be Distributed at the Meeting*)
3. Circuit Court
 - a. Resolution to Accept the FY 2017 [Swift and Sure Sanctions Probation Program Grant](#), Continue the Grant Funded Three-Quarter Time SSSPP Case Management Coordinator Position, and Enter into Subcontracts
 - b. Resolution to Accept the FY 2017 [Michigan Mental Health Court Grant](#) Program Operational Grant, Continue the Grant Funded Three-Quarter Time ICEA Court Professional 5 Mental Health Court - Court Services Coordinator Position, and Enter into Subcontracts
4. Circuit Court/Family Division - Resolution Authorizing Acceptance of a Michigan Drug Court Grant for the Continuation of the Ingham County [Family Dependency Treatment Court](#)
5. Economic Development - Resolution Approving a Reimbursement Agreement by and between the County of Ingham and Jackson National Life Insurance Company for the [Repayment](#) of Community Development Block Grant Funds
6. Facilities
 - a. Emergency PO to ICOMM to Replace the Two [Reader Boards](#) at the Sheriff's Office
 - b. Amending Resolution #16-324 Authorizing a Contract with Myers Plumbing & Heating, Inc. to Replace the Two [Youth Center Boilers](#)
7. Law & Courts Committee - Resolution Authorizing 2017 Agreements for [Juvenile Justice Community Agencies](#)

8. Health Department
 - a. Resolution to Authorize a 2016-2017 [AmeriCorps State Grant](#)
 - b. Resolution to Authorize the Fourth Year of the [AmeriCorps Vista Grant](#) Cycle for 2016-2017
 - c. Resolution to Authorize an Agreement with [Southeastern Michigan Health Association](#)
 - d. Resolution to Increase [Immunization Nurse](#) Position #601089 to 1 FTE Using .5 FTE from Vacant Immunization Nurse Position #601086
 - e. Resolution to Authorize an Agreement with [Enroll Michigan](#) to Serve as a Local Community Navigator for Ingham County and Surrounding Communities
 - f. Resolution to Authorize Agreements with Mid-State Health Network and Michigan Department of Health & Human Services, Increase [Tobacco Reduction Specialist](#) Position #601030 to 1.0 FTE, and Establish a .5 FTE Community Health Worker Position

9. Human Resources - Resolution to Adopt a Policy on Employee Purchase of a [Released Deferred Obligation](#)

Announcements
Public Comment
Adjournment

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

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

FINANCE COMMITTEE
September 14, 2016
Minutes - Draft

Members Present: Bahar-Cook, Anthony, Case-Naeyaert, Crenshaw, McGrain, and Schafer

Members Absent: Tennis

Others Present: Sheriff Gene Wriggelsworth, Commissioner Kara Hope, Tim Dolehanty, John Neilsen, John Dinon, Teri Morton, Jared Cypher, Jill Bauer, Patrick Patterson, Carol Keyhoe, Scott Wriggelsworth, Jack Schripsema, Kenric Hall, Cindy Bowen, Dorothy E. Maxwell, Kellie Dean, Robin Reynolds, Curt Smith, Robin Stites, and others

The meeting was called to order by Chairperson Bahar-Cook at 6:04 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the August 17, 2016 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. CASE-NAEYAERT, TO APPROVE THE MINUTES OF THE AUGUST 17, 2016 MEETING AS PRESENTED.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

Additions to the Agenda

None.

Chairperson Bahar-Cook asked if there were any Department Heads or their representatives, present that wanted to express their agreement with the Proposed 2017 Ingham County Budget as presented by the Controller's Office.

A representative from the Health Department indicated that the Ingham County Health Department was satisfied with the Proposed 2017 Ingham County Budget for his department.

John Dinon, Director of Animal Control, stated that he was satisfied with the Proposed 2017 Ingham County Budget for his department.

Cindy Wagner, Interim Director of Potter Park Zoo, indicated she was satisfied with the Proposed 2017 Ingham County Budget for her department.

Limited Public Comment

Robin Reynolds, Executive Director of Ingham Health Plan Corporation (IHPC), addressed the committee regarding her desire that the Board consider a slight increase in the contract amount requested for 2017.

Teri Morton, Budget Director, explained the difference in the Controller's Office recommended amount versus the requested amount by IHPC.

Commissioner McGrain stated that the Human Services Committee put forth in their budget the same amount as last year with the understanding that the contact would be discussed at future Human Service Committee meetings.

Commissioner Case-Naeyaert stated that the original administration rate charged by IHPC was 10% and at this time they were asking for a 35% administration rate.

Kellie Dean, Owner of Dean Transportation, thanked the commissioners for their service to Ingham County. He requested that the Board reconsider the Resolution before them tonight as it may have unintended consequences that could hurt both the Greater Lansing Convention and Visitors Bureau (GLCVB) and Lansing Entertainment & Public Facilities Authority (LEPFA).

1. Finance Committee - Resolution Amending Resolution 83-252, Regarding Authorizing the Distribution of Hotel/Motel Tax Revenues to Provide for a New Distribution Procedure

MOVED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION AMENDING RESOLUTION 83-252, REGARDING AUTHORIZING THE DISTRIBUTION OF HOTEL/MOTEL TAX REVENUES TO PROVIDE FOR A NEW DISTRIBUTION PROCEDURE.

The motion failed for lack of support.

Jack Schripsema, President and CEO of GLCVB, addressed the committee regarding his organization and their activities and their role in the community.

Cindy Bowen, General Manager of the Crowne Plaza Hotel, addressed the committee regarding the collaboration and success of both GLCVB and LEPFA. She requested that the agreement with the County currently in place remain the same.

Kenric Hall, General Manager of the Radisson Hotel, addressed the committee regarding the success of the collaboration between GLCVB and LEPFA. He urged the committee to not approve the reduction in funding.

Mr. Schripsema introduced the executive staff members of GLCVB in attendance.

Dorothy E. Maxwell, Chair of the Board of GLCVB, addressed the committee and thanked the commissioners for their support.

2. Overview of Liaison Committee Recommendations

Teri Morton stated that the County Services Committee had placed no items on the Z-list. She stated that the Law & Courts Committee amended the Animal Control budget due to the passage of the Animal Control Millage, but had placed no items on the Z-list. She further stated that the Human Services Committee had placed two items on the Z-list: \$315,213 for Ingham County DHHS and \$30,000 for the Volunteers of America (VOA).

Commissioner Crenshaw asked if there was only \$300,000 available for the Z-list items.

Chairperson Bahar-Cook indicated that was correct.

3. Review and Action on County Services Committee Recommendations

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. CRENSHAW, TO ADOPT THE RECOMMENDATIONS FROM THE COUNTY SERVICES COMMITTEE FOR THE 2017 BUDGET.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

4. Review and Action on Human Services Committee Recommendations

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. ANTHONY, TO ADOPT THE RECOMMENDATIONS FROM THE HUMAN SERVICES COMMITTEE FOR THE 2017 BUDGET.

Commissioner Schafer stated his objection to the approach by the Human Services Committee with regards to IHPC. He indicated he would vote “no” on the committee’s recommendations.

THE MOTION CARRIED. **Yeas:** Bahar-Cook, Anthony, Case-Naeyaert, Crenshaw, McGrain
Nays: Schafer **Absent:** Tennis

5. Review and Action on Law & Courts Committee Recommendations

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. CASE-NAEYAERT, TO ADOPT THE RECOMMENDATIONS FROM THE LAW & COURTS COMMITTEE FOR THE 2017 BUDGET.

Sheriff Gene Wriggelsworth addressed the committee regarding the addition of a Road Patrol Deputy position to the Z-list. He stated that he understood the budget constraints, but that the shortage of deputies on the road puts his officers in peril.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

6. Action to Incorporate Strategic Planning Initiative Funds into Recommended Budget

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. CASE-NAEYAERT, TO PLACE \$65,710 FOR A ROAD PATROL DEPUTY ON THE Z-LIST.

THE MOTION FAILED. **Yeas:** Case-Naeyaert, Schafer **Nays:** Bahar-Cook, Anthony, Naeyaert, Crenshaw, McGrain **Absent:** Tennis

Carol Keyhoe, DHHS Child Welfare Director, addressed the committee regarding the Z-list request of \$315,213.

Ms. Morton provided further overview regarding this request. She stated that some amount would need to be put in the budget, otherwise it could risk reimbursement.

Chairperson Bahar-Cook asked why this particular item was identified by the Controller's Office.

Ms. Morton stated the need for this increase was not discovered until after the Controller's 2017 Recommended Budget was drafted.

Chairperson Bahar-Cook questioned whether other departments would need to consider cuts to their budget in order to cover this request.

Commissioner McGrain stated his surprise that the amount requested from DHHS seemed to be increasing. He further stated he viewed this request as an unfunded mandate and this may require a fix at the legislative level. He indicated how bothered he was that human service programs continue to suffer.

Tim Dolehanty, Controller, stated that Jill Rhode, Financial Services Director, would be testifying before the Michigan House of Representatives about this very matter.

Commissioner McGrain asked if a legislative "fix" would be likely before 2017.

Commissioner Case-Naeyaert indicated that it was not likely to occur before 2017. She expressed her interest in testifying, as well.

Chairperson Bahar-Cook stated that the VOA was a client of hers and asked her fellow commissioners if she should participate in the vote regarding the VOA Z-list request.

It was determined that Chairperson Bahar-Cook would be able to participate in any vote concerning the VOA. **Yeas:** Anthony, Case-Naeyaert, Crenshaw **Nays:** McGrain, Schafer **Absent:** Tennis

Patrick Patterson, Executive Vice President of the VOA, addressed the committee regarding the Z-list request for the New Hope Shelter.

Commissioner McGrain stated that he viewed this as another unfunded mandate for a human service program. He further stated that the County was being asked to respond but simply does not have the resources.

Commissioner Crenshaw stated that if the full amount needed by DHHS was unknown at this time, he did not want to give the entire Z-list amount to one entity.

Commissioner Case-Naeyaert stated that her understanding was the \$300,000 had to be shown in the budget for DHHS.

Ms. Morton stated that DHHS needed to show some amount in their budget.

Commissioner Case-Naeyaert asked if the excess amount over the \$300,000 would need to come from the General Fund.

Ms. Morton stated that, at this time, there was no definitive amount that DHHS needed to put in their budget.

Discussion.

Commissioner McGrain stated that the Human Services Committee unanimously picked the DHHS as their number one priority on the Z-list.

Commissioner Anthony stated that while she agreed with the Human Services Committee, she also indicated there was not a magic number yet for DHHS. She indicated that splitting the Z-list among the two requests may be unfair for the other requests made to the Z-list. She further indicated she would be voting for the full Z-list amount to be awarded to DHHS.

Commissioner McGrain stated that he wished there were more State resources to support services for these individuals.

Commissioner Case-Naeyaert expressed concern that the County did not support the request made by Sheriff Wriggelsworth for an additional Road Deputy.

MOVED BY COMM. CRENSHAW, TO FUND THE "Z" LIST REQUESTED ITEMS OF \$270,000 FOR DHHS AND \$30,000 FOR VOA.

The motion failed for lack of support.

Commissioner Anthony indicated that future discussions needed to move more toward budget cuts.

MOVED BY COMM. ANTHONY, SUPPORTED BY COMM. MCGRAIN, TO FUND THE "Z" LIST ITEM REQUEST OF \$300,000 FOR DHHS.

Commissioner McGrain questioned if the \$300,000 for DHHS would be automatically included in future budget years. He expressed concern over this possibility.

Chairperson Bahar-Cook indicated that the Board has ultimate discretion on what is included in the budget.

Commissioner Case-Naeyaert stated that the Finance Committee should take the lead as far as the budget is concerned.

THE MOTION FAILED. **Yeas:** Anthony, Case-Naeyaert, McGrain **Nays:** Bahar-Cook, Crenshaw, Schafer **Absent:** Tennis

Commissioner Hope stated that opioid addiction has been identified as a factor for the community with regards to child welfare cases and homelessness.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. ANTHONY, TO FUND THE "Z" LIST REQUESTED ITEMS OF \$295,000 FOR DHHS AND \$5,000 FOR VOA.

THE MOTION FAILED. **Yeas:** Anthony, McGrain, Schafer **Nays:** Bahar-Cook, Case-Naeyaert, Crenshaw **Absent:** Tennis

Chairperson Bahar-Cook expressed her support for the VOA.

Commissioner Crenshaw stated that the request of the VOA was minor compared to the request by DHHS.

MOVED BY COMM. ANTHONY, SUPPORTED BY COMM. SCHAFFER, TO FUND THE "Z" LIST REQUESTED ITEMS OF \$285,000 FOR DHHS AND \$15,000 FOR VOA.

Discussion.

MOVED BY COMM. CRENSHAW, TO AMEND THE MOTION TO FUND THE "Z" LIST REQUESTED ITEMS TO \$270,000 FOR DHHS AND \$30,000 FOR VOA.

The motion failed for lack of support.

Commissioner McGrain stated that the \$300,000 request by DHHS was the number one priority of the Human Services Committee. He further stated that it would be unfair to the other community agencies to pick only the VOA.

Mr. Patterson stated that the VOA was larger than all other agencies combined.

Commissioner Schafer expressed frustration due to lack of support for Sheriff's Office, but state that he also supported the work done by the VOA.

THE MOTION CARRIED. **Yeas:** Bahar-Cook, Anthony, Case-Naeyaert, Crenshaw **Nays:** McGrain, Schafer **Absent:** Tennis

7. Adoption of Finance Recommended Budget

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. CASE-NAEYAERT, TO APPROVE THE FINANCE RECOMMENDED BUDGET, INCLUDING THE Z-LIST ITEMS THAT WERE APPROVED IN THIS MEETING.

Commissioner Schafer requested a roll call vote.

THE MOTION CARRIED. **Yeas:** Bahar-Cook, Anthony, Case-Naeyaert, Crenshaw, McGrain **Nays:** Schafer **Absent:** Tennis

8. Controller/Administrator's Office - Memo Regarding Hotel/Motel Tax Distribution

No action was taken on this item.

Announcements

Commissioner Schafer announced that Sheriff Wriggelsworth was honored at half-time of the Michigan State Football game.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:27 p.m.

FINANCE COMMITTEE
September 21, 2016
Draft Minutes

Members Present: Bahar-Cook, Anthony (departed 6:56 p.m.), Case-Naeyaert, Crenshaw, McGrain, Tennis, and Schafer

Members Absent: None

Others Present: Register of Deeds Derrick Quinney, Tim Dolehanty, Teri Morton, Maureen Winslow, Tim Morgan, Deb Fett, Shanda Johnston, Rick Terrill, Jennifer Shuster, Eric Thelen, John Dinon, Ryan Buck, Loria Sabin, and others

The meeting was called to order by Chairperson Bahar-Cook at 6:00 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Additions to the Agenda

6. Human Resources
 - c. Resolution Approving Modifications to the 2016 Managerial and Confidential Employee Personnel Manual

13. Controller/Administrator's Office
 - d. Resolution Authorizing the Sale of the County's Interest in the Property at 725 Hagadorn Road, Mason, Michigan

Substitutes -

3. Sheriff's Office
 - b. Resolution to Enter into a Contract with Mid-Michigan Kennels Using FY 2015 Homeland Security Grant Program Funds

13. Controller/Administrator's Office
 - a. Resolution to Proceed with Plans for Constructing, Equipping, and Financing a New County Animal Shelter Facility
 - c. Resolution to Terminate an Agreement between Ingham County and the Potter Park Zoological Society

Removed from the Agenda -

8. Health Department

- g. Resolution Authorizing an Agreement with Volunteers of America Michigan to Provide Certain Dental Services for Poor and Uninsured Individuals who Reside within Ingham County

Limited Public Comment

Derrick Quinney, Register of Deeds, offered his support for the extension of the Fidler Contract and advised that effective October 1, 2016, recording fees at the Register of Deeds would go from \$14.00 to \$30.00.

Commissioner McGrain noted that Agenda Item 8(g) failed at the last Human Services Committee meeting.

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

1. Clerk's Office
 - a. Resolution to Authorize Entering into a Three-Year Contract with the State of Michigan Department of Health and Human Services (MDHHS) for the Use of the Michigan Centralized Birth Certification System (MiCBCS) and Adding Applicable Fees to Established Certified Copy Fees to Cover the System-Access Cost
 - b. Resolution Authorizing \$10.00 Fee for Veteran Identification Cards to be Issued by the Ingham County Clerk
2. Register of Deeds - Resolution to Authorize an Extension of the Agreement with Fidler Technologies for a Record Management Software System for the Register of Deeds Office
3. Sheriff's Office
 - a. Resolution Authorizing the Closure of Post #7 at the Ingham County Jail, thus Reducing the Jail's Rate of Capacity from 569 Beds to 511 Beds
 - b. Resolution to Enter into a Contract with Mid-Michigan Kennels Using FY 2015 Homeland Security Grant Program Funds
4. Animal Control - Resolution to Accept the Second 2017 Bissell Pet Foundation Super Saturday Free Adoption Grant
5. Circuit Court/Family Division - Resolution to Authorize Acceptance of United States Department of Agriculture and Michigan Department of Education Grant Award to the Ingham County Family Center for Kitchen Equipment
6. Human Resources
 - a. Resolution Setting Probate Judges Annual Salaries
 - b. Resolution Approving a Letter of Understanding with United Automobile Aerospace and Agricultural Implement Workers of America (UAW-TOPS) Regarding the Medical Assistant Classification

7. Facilities Department
 - a. Resolution Amending Resolution #16-267 to Add a Day Porter at Forest Community Health Center
 - b. Resolution Authorizing Amending Resolution #16-267 for RNA Facilities Management Janitorial Services

8. Health Department
 - a. Resolution to Amend Resolution #15-354 to Accept Additional Funding to Provide Refugee Health Assessments
 - b. Resolution Authorizing a Contract for Medical Direction and Consultation with Barry Eaton District Health Department
 - c. Resolution to Amend the Collaborative Agreement with the Capital Area United Way
 - e. Resolution to Authorize an Amendment to the Contract with the Ionia County Health Department for Medical Direction and Program Consultation
 - f. Resolution Authorizing an Agreement with Hospital Network Healthcare Services Medical Waste Management/Disposal through HPS Group Purchasing Contract

10. Road Department
 - a. Resolution Authorizing the Purchase of 2016-2017 Winter Season Supply of Plow/Grader Blade Cutting Edges for the Road Department
 - b. Resolution to Approve Local Road Program Agreement with Delhi Township for the Ingham County Road Department
 - c. Resolution to Amend Resolution #16-331 which Authorized a Second Party and Third-Party Agreements

THE MOTION CARRIED UNANIMOUSLY. Absent: None.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: None.

6. Human Resources
 - c. Resolution Approving Modifications to the 2016 Managerial and Confidential Employee Personnel Manual

Commissioner McGrain asked for the timeline regarding the previous presentation of this resolution to the Committee.

Chairperson Bahar-Cook provided a summary.

Discussion.

Chairperson Bahar-Cook stated that step-increases would be occur based on dates and not merit.

THE MOTION CARRIED. **Yeas:** Bahar-Cook, Tennis, Crenshaw, Anthony, and Schafer
Nays: Case-Naeyaert and McGrain **Absent:** None

8. Health Department

- d. Resolution to Authorize a FY 2017 Provider Agreement with the Ingham Health Plan Corporation

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. ANTHONY, TO APPROVE THE RESOLUTION TO AUTHORIZE A FY 2017 PROVIDER AGREEMENT WITH THE INGHAM HEALTH PLAN CORPORATION.

Eric Thelen, Health Department Financial Officer, addressed the Committee regarding this resolution.

Commissioner Schafer stated he would have liked to have seen the report from Mary Lannoye.

Commissioner Case-Naeyaert indicated that Mary Lannoye was at the last Human Services Committee meeting and explained that she did not think it was necessary to increase administrative costs from 10% to 35%.

Discussion.

Commissioner Schafer indicated that he would vote no on this resolution and provided an overview of his reasoning.

THE MOTION CARRIED. **Yeas:** Bahar-Cook, Tennis, Case-Naeyaert, McGrain, Crenshaw, and Anthony **Nays:** Schafer **Absent:** None

9. Innovation and Technologies Department - Resolution to Approve the Purchase of Darktrace

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO APPROVE THE PURCHASE OF DARKTRACE.

Commissioner McGrain asked if Darktrace came to the County with this option as a solution or if the County sought out the company.

Deb Fett, Chief Information Officer, stated that she first saw this program being utilized in Livingston County. She described the program's abilities.

Commissioner McGrain asked if the County or the vendor invited Ms. Fett to examine the program in Livingston County.

Ms. Fett stated it was Livingston County.

Commissioner Case-Naeyaert indicated that Microsoft Outlook seemed to have a lot of clutter and asked if this program would also be cluttered.

Ms. Fett stated that it would not.

THE MOTION CARRIED UNANIMOUSLY. Absent: None.

11. Parks

- a. Resolution Approving the Application Form for the Trails and Parks Program Application
- b. Resolution Approving the Scoring/Ranking Criteria for the Trails and Parks Program Application

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. ANTHONY, TO APPROVE THE RESOLUTION APPROVING THE APPLICATION FORM FOR THE TRAILS AND PARKS PROGRAM APPLICATION AND RESOLUTION APPROVING THE SCORING/RANKING CRITERIA FOR THE TRAILS AND PARKS PROGRAM APPLICATION.

Chairperson Bahar-Cook provided an overview of the changes that were suggested in the September 20, 2016 County Services Meeting.

Discussion.

Tim Morgan, Parks Department Director, provided an overview of the first-round of Board-approved funds.

The resolution was amended as follows:

ATTACHMENTS – REQUIREMENTS

3. Documentation of Other Funding Sources. *You must provide documentation for all the funding sources you indicated on your application form, as follows: If any portion of the match is to be made up of funds from other grant funding sources. If any portion of the match is to be made up of cash, labor, or material **or in-kind** donations; include a letter from each donor committing to their donation. If the donor is an adjacent community contributing to the match, include a resolution from their governing body that supports the application and commits to their portion of the match.*

Exhibit A

~~These f~~**Funds** must be matched by the local community with their own funds, or in-kind services, or funds obtained from other source, i.e., state, federal or other allocations. Applications for County Trails and Parks Program funding must include a resolution(s) of support for the project from the governing body(ies) of the community where the trail project or blueways project is proposed. Eligible projects must fit the following categories: New Construction; Repair, Rehabilitation, or Long-Term Maintenance; and Special Project(s), (including blueways).

This amendment was considered friendly.

Commissioner McGrain asked if the next \$3,000,000 would be spent in the next summer or fall.

Mr. Morgan answered that it would depend on the project.

THE MOTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: None.

12. Financial Services - Discussion Item: Update on Recommendation for Housing Commission Audit

Teri Morton, Budget Director, provided an update on the recommendation for the Housing Commission audit.

Chairperson Bahar-Cook recognized Shanda Johnston, Housing Commission Executive Director.

Discussion.

Commissioner McGrain stated that the Committee had concerns with the conversations with the current auditor. He stated that the Housing Commission had done a nice job and suggested a meeting with the Housing Commission on collaboration.

Ms. Johnston stated that prior to the GASB changes, there were no issues or concerns with the auditors that were used.

Discussion.

Commissioner Crenshaw asked for clarification regarding a creation of an Audit Selection Committee.

Ms. Shanda stated that their Board was so small, there was no separate subcommittee.

Discussion.

Commissioner McGrain stated that he would recommend collaboration between County staff and Housing Commission staff.

Ms. Morton asked for clarification regarding how the collaboration would occur.

Chairperson Bahar-Cook stated that County staff had spent an unfair amount of time converting numbers. She further stated that she was concerned with the Housing Commission's unwillingness to negotiate.

Commissioner McGrain asked if there was an opportunity for County staff to have a direct communication with the auditor.

Ms. Shanda stated that there was and always had been such an opportunity.

Commissioner Anthony requested this issue be put on a future meeting agenda and that members of the Housing Commission Board be present at that meeting.

Discussion.

13. Controller/Administrator's Office

- a. Resolution to Proceed with Plans for Constructing, Equipping, and Financing a New County Animal Shelter Facility

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION TO PROCEED WITH PLANS FOR CONSTRUCTING, EQUIPPING, AND FINANCING A NEW COUNTY ANIMAL SHELTER FACILITY.

Commissioner Crenshaw stated that the reason for the substitute was to include that the building would be located in Mason.

Commissioner Tennis asked why this was necessary.

Commissioner Crenshaw stated that at a previous Law and Courts Committee meeting, there was a discussion related to using property in Mason that the County already owned.

Discussion.

Commissioner Case-Naeyaert stated that it was an embarrassment to the County to leave buildings and lots of substantial sizes vacant.

Commissioner McGrain asked for an update on the building plan.

John Dinon, Animal Control Director, stated that they had considered renovating, however the new plan would be to bid out on the construction of a new building.

Discussion.

Commissioner McGrain asked if the \$7,000,000 number was an estimate.

Mr. Dinon answered yes. He stated that he believed the initial square footage estimates were low when compared to current costs to build an animal shelter. Mr. Dinon stated that he would work to get more accurate square footage estimates.

Tim Dolehanty, Controller, stated that the resolution would send this to the Building Authority.

Commissioner Schafer stated that they were many conversations regarding location. He further stated that staff had recommended the Mason site for a variety of reasons. Commissioner Schafer stated that he would support the resolution.

Commissioner Tennis stated that the Committee should keep in mind that the residents that utilizes these services and that the majority of Ingham County citizens do not live in Mason, but rather the northwest corner of the county.

Commissioner Anthony asked if this would add anything substantial to actually name the City of Mason in the resolution.

Ms. Morton stated that it would be advantageous for the Building Authority to know where the location would be.

Commissioner Schafer stated that in the past there used to be Health Clinics in several communities in the county that were not in the northwest corner of the county, and they have since closed.

THE MOTION CARRIED UNANIMOUSLY. Absent: None.

b. Resolution to Approve a Debt Financing Policy

Commissioner McGrain asked why this resolution did not come to the Finance Committee first.

Mr. Dolehanty responded that there was no particular reason.

Commissioner McGrain asked about if the per capita direct debt would be all inclusive.

Mr. Dolehanty responded that is was all inclusive for the County.

Discussion.

Mr. Dolehanty stated that by about 2022 the County would be free and clear of any debt on the current plan.

Commissioner McGrain asked if conduit finances would be subject to all the other provisions within the policy.

Mr. Dolehanty answered yes.

Discussion.

Commissioner Tennis asked for clarification on the derivatives in section E.11. He asked if there was any circumstance in which the Controller would imagine the County using derivative funds.

Mr. Dolehanty answered no.

Discussion.

Commissioner Schafer offered his support for the policy.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. CRENSHAW, TO TABLE THE RESOLUTION.

THE MOTION CARRIED. **Yeas:** Bahar-Cook, Tennis, Case-Naeyaert, McGrain, Crenshaw, and Anthony **Nays:** Schafer **Absent:** None

- c. Resolution to Terminate an Agreement between Ingham County and the Potter Park Zoological Society

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO TERMINATE AN AGREEMENT BETWEEN INGHAM COUNTY AND THE POTTER PARK ZOOLOGICAL SOCIETY.

Commissioner Schafer stated that he did not receive the email regarding the termination.

Commissioner Anthony departed at 6:56 p.m.

Mr. Dolehanty reviewed the Potter Park Zoo Organizational Assessment.

Commissioner Schafer reminded the Committee that the County is operating the Zoo based on the millage passing.

Commissioner Crenshaw asked if the change would halt the selection of a new Zoo Director.

Mr. Dolehanty replied that it would not and the new Zoo Director was being selected solely as a County employee.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Anthony.

Announcements

Ryan Buck, Chief Deputy Court Clerk, announced Loria Sabin as the new Recording Secretary.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:00 p.m.

OCTOBER 5, 2016 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

2. *Equalization/Tax Mapping – Resolution to Approve the 2016 Apportionment Report (Report to be Distributed at the Meeting)*

This resolution will approve the millages to be apportioned and spread on taxable valuations of real and personal property within the county, as required by State Law.

- 3a. *Circuit Court – Resolution to Accept the FY 2017 Swift and Sure Sanctions Probation Program Grant, Continue the Grant Funded Three-Quarter Time SSSPP Case Management Coordinator, and Enter into Subcontracts*

This resolution authorizes acceptance of a reduced \$210,000 (this year's was \$249,225.50) State Court Administrative Office (SCAO) grant to continue the Swift and Sure Sanctions Probation Program (SSSPP). The SSSPP grant is for the time period of October 1, 2016 through September 30, 2017. There is no monetary match required. The SSSPP is an intensive supervision probation program that focuses on high-risk felony probationers with a demonstrated history of probation failures due to behavioral noncompliance or three or more probation violations. The primary goal is to increase compliance with probation terms by imposing certain, swift, and consistent sanctions for probation violations which is consistent with the County's long term objective of providing appropriate sanctions for adult offenders.

The grant also authorizes the continuation of the SSSPP Coordinator at Circuit Court, a grant-funded special part-time position. Finally, the Resolution also authorizes various sub contracts subject to the availability of grant funds (see attached memo for details).

- 3b. *Circuit Court – Resolution to Accept the FY 2017 Michigan Mental Health Court Grant Program Operational Grant, Continue the Grant Funded Three-Quarter Time ICEA Court Professional 5 Mental Health Court – Court Services Coordinator Position, and Enter into Subcontracts*

This resolution authorizes acceptance of a reduced \$200,000 (this year's was \$296,785.52) continuation grant award by the SCAO for the Michigan Mental Health Grant Program – Operational Grant for the time period of October 1, 2016 through September 30, 2017. The goals of the Michigan Mental Health Court Operational Grant are to enhance community safety by responding to individuals who have committed non-violent felonies with supportive treatment and intensive supervision; to minimize recidivism; and to assist participants in achieving a positive legal outcome and maintaining a healthy lifestyle. The grant also authorizes continuation of the grant-funded three-quarter time MHC Court Services Coordinator position. Finally, the Resolution also authorizes various sub contracts subject to the availability of grant funds. With the reduced amount, the subcontracts must be reduced to stay within the grant funding.

4. Circuit Court/Family Division – Resolution Authorizing Acceptance of a Michigan Drug Court Grant for the Continuation of the Ingham County Family Dependency Treatment Court

This Resolution authorizes acceptance of the Michigan Drug Court Grant Program grant in the amount of \$154,000 (a significant increase from the current year amount of \$70,000) to continue the Family Dependency Treatment Court program for the time period of October 1, 2016 through September 30, 2017.

This will continue and expand grant funded special part time positions and programming, as well as the authorization to enter into subcontracts with the various providers (see attached memo).

5. Economic Development – Resolution Approving a Reimbursement Agreement by and between the County of Ingham and Jackson National Life Insurance Company for the Repayment of Community Development Block Grant Funds

In August 2013 the County was awarded a Community Development Block Grant (CDBG) on behalf of Jackson National Life Insurance Company (JNL) for the expansion of infrastructure at its facility. JNL was required per the terms of the grant to create at least 278 additional permanent full time jobs at a minimum hourly rate of \$12.00 per hour. At least 51% of those created jobs were required to be made available to or held by low and moderate income persons, but JNL was not able to meet this requirement. The State of Michigan has chosen to terminate the CDBG grant, and the County will be required to reimburse \$989,505.13 to the State. JNL will in turn compensate the County for the reimbursement. The Economic Development Director recommends approval of a resolution to enter into a reimbursement agreement with JNL, as drafted by the County Attorney.

6b. Facilities Department – Amending Resolution #16-324 Authorizing a Contract with Myers Plumbing & Heating, Inc. to Replace the Two Youth Center Boilers

The Facilities Department seeks authorization to amend the cost of boiler replacement at the Youth Center to address a pricing error in the Myers Plumbing & Heating, Inc. proposal. Resolution 16-324 approved on July 26, 2016 authorized awarding a contract to Myers in the amount of \$77,566. Upon notification of the award, Myers contacted the Facilities Department to acknowledge an error in their calculation, and that their correct bid amount was \$95,370. Despite this change, the Myer bid was still the lowest responsive bid proposal. Section 23.i of the Purchasing Procedures Policy allows for acceptance of bids containing arithmetical corrections, thereby avoiding any need to rebid the project. A line item transfer of \$10,000 within the Public Improvement Fund is included in the proposed resolution.

7. Law and Courts Committee – Resolution Authorizing 2017 Agreements for Juvenile Justice Community Agencies

This resolution will authorize contracts for the 2017 Juvenile Justice Community Agency Process. The Board of Commissioners previously reserved \$125,000 of the Juvenile Justice Millage (JJM) funds to contract with qualified vendors, to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth which the County believes to be consistent with the provisions of the millage.

The BOC increased their annual appropriation from \$100,000 in 2016 to \$125,000 in 2017 or an increase of twenty-five per cent.

The Committee will hear presentations on the proposed programs and review the applications for these funds before they recommend funding to the Finance Committee and the Board of Commissioners.

Copies of the JJM Community Agencies Applications, Resolution #16 -342 “Resolution to Adopt the 2017 Juvenile Justice Community Agency Process Calendar,” and other background material were distributed to the Board of Commissioners at their September 27, 2016 meeting per the adopted Calendar.

Four Community Agencies requested JJM funding this fiscal year. Those same agencies also received funding in 2016, and their requested amounts for FY 2017 are listed below:

Child and Family Charities – Nexus	\$ 39,341
Child and Family Charities - Teen Court	\$ 26,114
Resolution Services Center of Central Michigan	\$ 32,500
Small Talk Children’s Assessment Center	<u>\$ 10,011.45</u>
	\$107,966.45

With a 25% increase over the 2016 appropriation and the revised request from Small Talk, the 2017 requests could all be funded in their entirety with a surplus of \$17,033.55.

8a. Health Department – Resolution to Authorize a 2016-2017 AmeriCorps State Grant

This resolution authorizes an AmeriCorps Program grant of \$164,762 for the 2016-2017 fiscal year. Of this \$164,762 MCSC will withhold \$1,715 as an administrative fee and the net grant to ICHD will be \$163,047. This is the second program year of a three year funding cycle, with competitive funding for the 2016-2017 program year. This grant and the new funding is included in the ICHD 2016-2017 budget. The grant amount offered by MDHHS includes \$65,739 (salary and fringe) for the full-time coordinator, plus staff training/travel; and partial AmeriCorps member support. The grant requires a non-federal 43% local match of cash and/or in-kind contributions. A total of 12.65 FTE AmeriCorps members will be placed in host sites selected through an RFP process.

8b. Health Department – Resolution to Authorize the Fourth Year of the AmeriCorps Vista Grant Cycle for 2016-2017

This resolution accepts fourth year funding for up to sixteen (16) AmeriCorps*VISTA members to perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems. The Corporation for National and Community Services (CNCS) has granted Ingham County the fourth year funding for the AmeriCorps*VISTA Program with \$135,225 for the 2016-2017 fiscal year. \$15,000 will be CNCS funds and \$120,225 from local resources (contributions from host sites). Out of the total of 16 FTE AmeriCorps*VISTA members, 15 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps*VISTA Leader will be placed with the Power of We Consortium.

8c. Health Department – Resolution to Authorize an Agreement with Southeastern Michigan Health Association

This resolution authorizes a \$10,000 grant from Southeastern Michigan Health Association (SEMHA) to support outreach efforts and to facilitate parent input and feedback, as well as family involvement with the Children’s Special Health Care Services (CSHCS) division at the Ingham County Health Department policy and procedure process.

8d. Health Department – Resolution to Increase Immunization Nurse Position #601089 to 1 FTE Using .5 FTE from Vacant Immunization Nurse Position #601086

This resolution increases an Immunization Nurse position (#601089) from .5 FTE to 1.0 FTE. Funding for this increase will come from a vacant .75 FTE Immunizations Nurse position (#601086). ICHD is proposing that .5 FTE of #601086 be added to position #601089. This increase will provide more continuity to the office as well as improved patient flow and dissemination of information. The remaining .25 FTE of Position #601086 will remain vacant.

8e. Health Department – Resolution to Authorize an Agreement with Enroll Michigan to Serve as a Local Community Navigator for Ingham County and Surrounding Communities

This resolution authorizes an agreement with Enroll Michigan. Enroll Michigan will provide Ingham County with up to \$25,000 to serve as an initial point of contact and support for the Ingham County area as a Local Community Navigator (LCO) organization. As an LCO, the Registration and Enrollment (R&E) Unit will provide outreach, education, and enrollment both through the Marketplace and the MI-Bridges program. R&E staff are certified Navigators and available to assist local consumers in understanding their enrollment options.

8f. Health Department – Resolution to Authorize Agreements with Mid-State Health Network and Michigan Department of Health & Human Services, Increase Tobacco Reduction Specialist Position #601030 to 1.0 FTE, and Establish a .5 FTE Community Health Worker Position

This resolution accepts an award from the Mid-State Health Network (MSHN) for \$60,000 and combines that with two funding awards from Michigan Department of Health and Human Services (MDHHS) which are included in the Comprehensive Agreement. One for the Tobacco Reduction in People Living with HIV/AIDS Project for \$57,386 and one for the Tobacco Control Program for \$30,000, along with a projected \$15,000 in revenue from tobacco cessation billing, to increase the Tobacco Reduction Specialist Position #601030 to 1.0 FTE. The award from MSHN will also support establishing a .5 FTE Community Health Worker (CHW) position

9. Human Resources – *Resolution to Adopt a Policy on Employee Purchase of a Released Deferred Obligation*

Resolution 02-101 approved on April 9, 2002 authorized the purchase of generic service time, as well as prior service credit from other governmental employers, under provisions approved by the Municipal Employees Retirement System (MERS) of Michigan. The existing resolution requires the requesting employees to obtain the actuarial determined cost from MERS. Transfer and purchase of a Released Deferred Obligation does not fit under the umbrella of the existing resolution. The Human Resources Director recommends approval of a resolution to allow the transfer and employee purchase of a Released Deferred Obligation.

DISCUSSION ITEM:

1. Treasurer's Office – Progress Toward Correcting 2015 Audit Findings

INFORMATION ITEM:

6a. Facilities Department – *Emergency PO to ICOMM to Replace the Two Reader Boards at the Sheriff's Office*

This memo is to inform the Board of Commissioners of an emergency purchase as authorized by Board policy pursuant to Section J of the Purchasing Procedures to repair damage from a lightning strike at the Sheriff's Office facility.

The lightning caused a complete failure of the IdentiPass electronic key card system. This affected access to the Sheriff's Office to the point where personnel could not enter, delete or change access cards, run reports, or set or change door times of day schedules. Therefore Emergency Purchase Order #2016-309 has been issued to ICOMM for a total cost of \$8,517.16 to replace two reader boards essential to the safety of those using the facility.

Agenda Item 2

To: Finance Committee
Ingham County Board of Commissioners

From: Douglas Stover, Director
Equalization/Tax Mapping

Date: September 20, 2016

Re: 2016 County Apportionment Report

Attached please find the resolution approving the 2016 apportionment report for presentation at the Finance Committee meeting on October 5, 2016. The Apportionment Report is not complete at this time. I will distribute the report to you prior to the meeting.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE 2016 APPORTIONMENT REPORT

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

THEREFORE BE IT RESOLVED, that the attached statement of taxable valuations and millages apportioned to the various units in Ingham County for the year 2016 is hereby approved.

MEMORANDUM

To: Law & Courts and Finance Committees

From: Rhonda K. Swayze

Date: September 20, 2016

Re: Swift and Sure Sanctions Probation Program
2016 – 2017 Operational Grant Award

On May 13, 2016, the 30th Circuit Court submitted an application to receive grant funds from the State Court Administrative Office (SCAO) to continue the Swift and Sure Sanctions Probation Program (SSSPP). The Court received an award of \$210,000 for the grant period of October 1, 2016 through September 30, 2017.

The SSSPP is an intensive supervision probation program that focuses on high-risk felony probationers with a demonstrated history of probation failures due to behavioral noncompliance or three or more probation violations. The primary goal is to increase compliance with probation terms by imposing certain, swift, and consistent sanctions for probation violations which is consistent with the County's long term objective of providing appropriate sanctions for adult offenders.

Through the enclosed Resolution, we are requesting that the Board of Commissioners accept the grant award, continue the three-quarter time SSSPP Case Management Coordinator position, and authorize entering into subcontracts for the 2016-2017 grant period.

cc: Hon. Clinton Canady
Hon. Joyce Draganchuk
Shauna Dunnings
Gretchen Whitmer
Hon. Janelle A. Lawless
Lisa McCormick

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2017 SWIFT AND SURE SANCTIONS PROBATION PROGRAM GRANT, CONTINUE THE GRANT FUNDED THREE-QUARTER TIME SSSPP CASE MANAGEMENT COORDINATOR POSITION, AND ENTER INTO SUBCONTRACTS

WHEREAS, the 30th Circuit Court has been approved to receive grant funds of **\$210,000** from the Swift and Sure Sanctions Probation Program (SSSPP) Grant administered by the State Court Administrative Office for the fiscal year of October 1, 2016 through September 30, 2017; and

WHEREAS, \$62,609 of the grant award is for the grant funded salary and fringe benefits of a three-quarter time SSSPP Case Management Coordinator position; and

WHEREAS, the primary goal of the SSSPP is to increase compliance with probation terms by imposing certain, swift and consistent sanctions for probation violations which is consistent with Ingham County's long term objective of providing appropriate sanctions for adult offenders; and

WHEREAS, continuing the SSSPP Case Management Coordinator position initially referenced in Resolution 13-390 will assist the Circuit Court in achieving the goals and objectives stated above; and

WHEREAS, the 2017 SCAO Swift and Sure Sanctions Probation Program Grant provides for grant implementation services and participant treatment and services as follows: representation by a defense attorney (not to exceed \$8,580); substance abuse evaluations to be provided by Wellness, Inx. (not to exceed \$1,250); day reporting services to be provided by NorthWest Initiative – ARRO not to exceed (\$16,200); drug treatment, mental health treatment, anger management and domestic violence counseling services and other services to be provided by Community Programs, Inc., Pine Rest Christian Mental Health Services, Kalamazoo Probation Enhancement Program, Inc., National Council on Alcoholism, Cristo-Rey, CEI-CMH House of Commons, Freedom Through Counseling, Cristo-Rey, and RISE Recovery Community (not to exceed \$15,765), drug testing services to be provided by A.D.A.M. (not to exceed \$48,720); and electronic monitoring services to be provided by Sentinel (not to exceed \$17,728); and

WHEREAS, the subcontractors who will provide grant implementation services and participant treatment and services for the 2017 SCAO Swift and Sure Sanctions Probation Program Grant are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts an amount of \$210,000 awarded by the SCAO for the Swift and Sure Sanctions Probation Program Grant which begins on October 1, 2016 and ends on September 30, 2017; authorizes continuation of the grant-funded three-quarter time SSSPP Case Management Coordinator; and authorizes entering into subcontracts for the 2017 SCAO Swift and Sure Sanctions Probation Program Grant from October 1, 2016 – September 30, 2017 with General Trial Division C-Level Court Appointed Counsel not to exceed \$8,580; with Wellness, Inx. not to exceed \$1,250; with NorthWest Initiative – ARRO not to exceed \$16,200; with Community Programs, Inc., Pine Rest Christian Mental Health Services, Kalamazoo Probation Enhancement Program, Inc., National Council on Alcoholism, Cristo-Rey, CEI-CMH House of Commons, Freedom Through Counseling, Cristo-Rey, and RISE Recovery

Community not to collectively exceed \$15,765; with A.D.A.M. not to exceed \$48,720; and with Sentinel not to exceed \$17,728.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2016 and 2017 budget and position allocation lists consistent with this resolution.

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

MEMORANDUM

To: Law & Courts and Finance Committees

From: Rhonda K. Swayze

Date: September 20, 2016

Re: Michigan Mental Health Court Grant Program
2016-2017 Operational Grant Award

The 30th Circuit Court submitted an application to receive grant funds from the State Court Administrative Office (SCAO) to continue the Michigan Mental Health Court Grant Program – Operational Grant. The Court received an award of \$200,000 for the grant period of October 1, 2016 through September 30, 2017.

The goals of the Michigan Mental Health Court Operational Grant are to enhance community safety by responding to individuals who have committed non-violent felonies with supportive treatment and intensive supervision; to minimize recidivism; and to assist participants in achieving a positive legal outcome and maintaining a healthy lifestyle. A team approach will be used to keep the court informed of participants' adherence to treatment and progress in other areas. These goals support the County's long term objective of providing appropriate sanctions for adult offenders.

Through the enclosed Resolution, we are requesting that the Board of Commissioners accept the grant award, continue the three-quarter time Mental Health Court – Court Services Coordinator position, and authorize entering into subcontracts for the 2016-2017 grant period.

cc: Hon. Joyce Draganchuk
Shauna Dunnings
Gretchen Whitmer
Hon. James S. Jamo
Hon. Janelle A. Lawless
Lisa McCormick

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2017 MICHIGAN MENTAL HEALTH COURT GRANT PROGRAM OPERATIONAL GRANT, CONTINUE THE GRANT FUNDED THREE-QUARTER TIME ICEA COURT PROFESSIONAL 5 MENTAL HEALTH COURT – COURT SERVICES COORDINATOR POSITION, AND ENTER INTO SUBCONTRACTS

WHEREAS, the 30th Circuit Court has been approved to receive grant funds of **\$200,000** from the Michigan Mental Health Court Operational Grant administered by the State Court Administrative Office for the fiscal year of October 1, 2016 through September 30, 2017; and

WHEREAS, the goals of the Michigan Mental Health Court Operational Grant are to enhance community safety by responding to individuals who have committed non-violent felonies with supportive treatment and intensive supervision; to minimize recidivism; and to assist participants in achieving a positive legal outcome and maintaining a healthy lifestyle which are consistent with Ingham County's long term objective of providing appropriate sanctions for adult offenders; and

WHEREAS, \$66,971 of the grant award is for the grant funded salary and fringe benefits of a three-quarter time Mental Health Court – Court Services Coordinator (MHC Court Services Coordinator) position, ICEA PRO05; and

WHEREAS, continuing the MHC Court Services Coordinator position initially referenced in Resolution 14-229 will assist the Circuit Court in achieving the goals and objectives stated above; and

WHEREAS, the 2017 SCAO Mental Health Court Operational Grant provides for grant implementation services and participant treatment and services as follows: mental health treatment services to be provided by CMHA/CEI (not to exceed \$90,117); and drug testing services to be provided by A.D.A.M.; electronic monitoring services to be provided by Sentinel; representation by a defense attorney; ancillary services to be provided by Northwest Initiative – ARRO; substance abuse assessments to be provided by Wellness, Inx; and transitional housing to be provided by RISE Recovery Community (collectively not to exceed \$36,327); and

WHEREAS, the subcontractors who will provide grant implementation services and participant treatment and services for the 2017 SCAO Mental Health Court Operational Grant are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that that Ingham County Board of Commissioners accepts **\$200,000** awarded by the SCAO for the Mental Health Court Operational Grant which begins on October 1, 2016 and ends on September 30, 2017; authorizes continuation of the grant-funded three-quarter time MHC Court Services Coordinator; and authorizes entering into subcontracts for the 2016 Mental Health Court Operational Grant from October 1, 2015 – September 30, 2016 with CMHA/CEI (not to exceed \$90,117); and A.D.A.M., Sentinel, General Trial Division court appointed attorneys, Northwest Initiative – ARRO, Wellness, Inx, and RISE Recovery Community (collectively not to exceed \$36,327).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2016 - 2017 budget and position allocation lists consistent with this resolution.

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

MEMORANDUM

TO: Law and Courts Committee

FROM: Maureen Winslow

DATE: September 20, 2016

RE: **Family Dependency Treatment Court Grant**

The Michigan Drug Court Grant Program, administered by the State Court Administrative Office, has awarded a grant in the amount of \$154,000 to the Ingham County Circuit Court's Family Dependency Treatment Court. The grant period runs October 1, 2016 through September 30, 2017.

The award allows the Family Court to hire a new $\frac{3}{4}$ time FDTC Coordinator position, and continues the funding for 2 special part-time Program Assistant positions, 1 short-term special part-time Program Assistant, and one substituted special part-time Program Assistant. The 2 assistants work evenings and weekends monitoring clients involved in the program, as well as transporting clients to court ordered treatment programs, substance testing, and consultation. The short-term special part-time program assistant will work days assisting in the functioning of the program until the $\frac{3}{4}$ time FDTC Coordinator is active.

The award also allows for funding under a separate pilot segment of the grant for medically assisted treatment (i.e. methadone, suboxone, vivitrol) to address opioid addiction.

The resolution requests the authorization to accept the grant, allow for the grant funded positions and programming, as well as the authorization to enter into subcontracts with the National Council on Alcoholism (a.k.a. Mid-Michigan Recovery Services), Michigan State University Psychology Clinic, House Arrest Services, Forensic Fluids, Dr. Norman Miller, ADAM, Red Cedar Clinic, and Victory Clinic.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ACCEPTANCE OF A MICHIGAN DRUG COURT GRANT
FOR THE CONTINUATION OF THE INGHAM COUNTY FAMILY DEPENDENCY
TREATMENT COURT**

WHEREAS, the Michigan Drug Court Grant program, administered by the State Court Administrative Office, has awarded a continuation grant in the amount of \$154,000 to the Ingham County Circuit Court's Family Dependency Treatment Court (FDTC) for purposes of eliminating barriers to treatment as well as the continued funding of positions and the creation of a new position; and

WHEREAS, the Family Dependency Treatment Court handles cases involving parents of children petitioned to the Court for abuse and or neglect and the parent's primary issue is substance abuse; and

WHEREAS, the barriers affected with this grant will include supervision, transportation, rewards and incentives, trauma assessment and treatment, emotional regulation, substance testing, cognitive behavioral therapy, relapse prevention intervention, in-patient treatment, risk assessment, psychiatric/pain management consultation and assessment, mentoring/coaching, education and employment, medically assisted treatment needs; and

WHEREAS, the grant award also includes funding a new ¾ time FDTC Coordinator to complete screenings and intake of new participants, implement programs, and coordinate services; and

WHEREAS, the FDTC Coordinator position has been determined by Ingham County's Human Resource Department to be a ¾ time position with benefits and will be a member of the OPEIU funded for the duration of the grant which ends September 30, 2017; and

WHEREAS, the grant award also includes the continued funding of a Special Part-time Family Dependency Treatment Court Program Assistant for 4 weeks until the Coordinator is hired; and

WHEREAS, the grant also includes the continued funding of 2 Special Part-time Program Assistants to provide supervision, testing, and transportation of participants after traditional work hours and on weekends; and

WHEREAS, the FDTC Program Assistant position has been determined by Ingham County's Human Resource Department to be a Special Part Time position without benefits at a UAW B pay grade and will be funded for the duration of the grant which ends September 30, 2017; and

WHEREAS, the grant award includes funds under a pilot segment of the grant for utilizing medically assisted treatment in response to opioid addiction; and

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

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes accepting a grant from the Michigan Drug Court Grant Program to the Ingham County Circuit Court's Family Dependency Treatment Court for the sum of \$154,000, which includes new employment of a ¾ time FDTC Coordinator that would be a part of the OPEIU, with benefits, and continued employment of 2 grant funded Special Part Time positions, at a UAW B pay grade, without benefits, for the time period of October 1, 2016 through September 30, 2017.

BE IT FURTHER RESOLVED, that a grant subcontract with the National Council on Alcoholism (a.k.a. Mid-Michigan Recovery Services) is authorized to provide substance abuse assessments at \$115 each, cognitive behavioral therapy at \$40/session, Trauma Recovery group at \$40/session, Individual sessions at \$45/session, and Peer Support Coaches at \$13/hour; total costs not to exceed \$25,000 for the duration of this grant period; and to provide in-patient treatment services not to exceed a total of \$500 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with House Arrest Services is authorized to provide substance abuse monitoring at a cost of \$25.00 activation & \$9.50/day for SCRAM alcohol tether, \$7.00/day for the MEMS3000 in home PBT machine, \$5.75/day for the Soberlink portable PBT device, and \$5.50/day for the house arrest tether, total costs not to exceed \$15,000 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with the Forensic Fluids Laboratories is authorized to provide oral swab substance abuse testing at costs not exceeding \$15.00 5-panel tests, \$18.00 10-panel tests, \$18.00 ETG tests; and \$22.00 special request tests (i.e. synthetic marijuana); total costs not to exceed \$6,000 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with Dr. Norman Miller, MD, JD, PLLC is authorized to provide psychiatric evaluation, pain management assessment, and case consultation at a cost of \$300.00/hour; total costs not to exceed \$3,600 for the duration of this grant period.

BE IT FURTHER RESOLVED, that a grant subcontract with Michigan State University Psychology Clinic is authorized to provide trauma assessments at a cost of \$600/assessment; total costs not to exceed \$9,000.

BE IT FURTHER RESOLVED, that a grant subcontract with ADAM (Alcohol Drug Administrative Monitoring, Inc.) is authorized to provide urinalysis testing for alcohol use (EtG testing) at a cost of \$25/test; total costs not to exceed \$1,250.

BE IT FURTHER RESOLVED, that a grant subcontract with Red Cedar Clinic is authorized to provide methadone treatment at a cost of \$80.50/wk and consultation at a cost of \$40/session; total costs not to exceed \$2,000.

BE IT FURTHER RESOLVED, that a grant subcontract with Victory Clinic is authorized to provide methadone treatment at a cost of \$80/wk, suboxone treatment at a cost of \$57/wk, vivitrol treatment at a cost of \$1,250/treatment, and consultation at a cost of \$40/session; total costs not to exceed \$2,000.

BE IT FURTHER RESOLVED, that the Controller is directed to make the necessary adjustments to the 2016 and 2017 Circuit Court Family Division budget and Position Allocation List.

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

Agenda Item 5

TO: Board of Commissioners County Services Committee

FROM: Sandra Gower, Economic Development Coordinator

DATE: September 20, 2016

SUBJECT: Jackson National Life Insurance Company CDBG Reimbursement Agreement
For the meeting agenda of October 4, 2016

BACKGROUND

In August 2013 the County was awarded a Community Development Block Grant (CDBG) on behalf of Jackson National Life Insurance Company (JNLIC) for the expansion of infrastructure at its facility at 1 Corporate Way, Lansing Michigan. On August 22, 2013 Ingham County and Jackson National Life Insurance Company signed a CDBG Agreement. JNLIC was required per the terms of the grant to create at least 278 additional permanent full time jobs at a minimum hourly rate of \$12.00 per hour. At least 51% of those created jobs were required to be made available to or held by low and moderate income persons. The grant award was for \$3,000,000. The County has paid \$989,505.13 on behalf of JNLIC and has been reimbursed by the State of Michigan for the same amount.

JNLIC has created the 278 jobs and the average pay is above the \$12.00 per hour requirement. However, JNLIC was not able to meet the 51% low and moderate income requirement. Because of that, the State of Michigan is terminating the CDBG grant. The County will be required to reimburse the State the \$989,505.13 we have received. Per the CDBG Agreement JNLIC is required to reimburse the County should the grant be terminated due to their not meeting their hiring obligations under the grant.

FINANCIAL IMPACT

There is no net financial impact on the County.

OTHER CONSIDERATIONS

In order to execute the terms of the CDBG Agreement it is necessary for the County and JNLIC to enter into a reimbursement agreement. The agreement, as drafted by the County Attorney, is attached.

RECOMMENDATION

I recommend that the County Board authorize the Board Chair to sign the Reimbursement Agreement.

REIMBURSEMENT AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2016, by and between the **COUNTY OF INGHAM**, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the “County”) and **JACKSON NATIONAL LIFE INSURANCE COMPANY** (hereinafter referred to as the “JNLIC”).

RECITALS:

WHEREAS, the County on behalf of JNLIC has received a Community Development Block Grant (hereinafter referred to as the “CDBG”) from the Michigan Strategic Fund (hereinafter referred to as the “MSF”) to extend and improve public utilities, specifically a 15kV electrical line, water lines, and sanitary sewer lines, to the area that includes JNLIC facilities at 1 Corporate Way, Lansing, Michigan (hereinafter referred to as “JNLIC’s Facilities”), which when completed will enable JNLIC to increase the number of people it employs at JNLIC’s Facilities; and

WHEREAS, the terms and conditions of the CDBG funding were embodied in the CDBG Agreement entered into by and between the parties on August 22, 2013; and

WHEREAS, on page 11 of the CDBG Agreement, signed by JNLIC on August 9, 2013, JNLIC acknowledged and certified that the CDBG funds provided to the County under the CDBG Grant Agreement will directly benefit JNLIC by providing funding for electrical, water, and sewer improvements to JNLIC’s Facilities and that upon completion of the project (at the time of project closeout) the JNLIC shall have created at least two hundred seventy-eight (278) additional permanent full time jobs at a minimum hourly rate of \$12.00 and that at least fifty-one percent (51%) of the created jobs shall be made available to or held by low and moderate income people; and

WHEREAS, JNLIC fully acknowledged to the MSF that should the job creation goals for the project not be met, MSF may require repayment of the CDBG funds up to the full grant amount; and

WHEREAS, in that the CDBG Agreement is directly with the County the MSF may require the County to repay the CDBG funds it received from the MSF for the improvements project benefitting the JNLIC; and

WHEREAS, pursuant to the CDBG Agreement, the County has paid JNLIC the total sum of \$989,505.13 in reimbursements of project costs, and has received \$989,505.13 in CDBG funds from MEDC; and

WHEREAS, MEDC is terminating the CDBG Agreement due to JNLIC’s failure to hire low/moderate income applicants as required; and

WHEREAS, the County is required to reimburse the State of Michigan the \$989,505.13 of CDBG funds it has received; and

WHEREAS, under the terms of the CDBG Agreement, JNLIC must reimburse the County \$989,505.13 it has received from the County; and

WHEREAS, the County and JNLIC desire to set forth the terms and conditions under which JNLIC shall pay to the County such sum as the County is required to pay MSF due to JNLIC's failure to meet the job creation goals.

NOW, THEREFORE, for and in consideration for the mutual covenant hereinafter contained, **IT IS HEREBY AGREED**, as follows:

1. **JNLIC's Repayment of CDBG Funds.** On or before October 31, 2016, JNLIC shall pay the County the full amount of CDBG funds which the County is required to pay to the State of Michigan, in the total amount of Nine Hundred Eighty-Nine Thousand Five Hundred Five and 13/100 Dollars (\$989,505.13).

2. **Certification of Authority to Sign Agreement.** The people signing on behalf of the parties to this Agreement certify by their signatures that they are duly authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

INGHAM COUNTY

Kara Hope, Chairperson
County Board of Commissioners

Date

JACKSON NATIONAL LIFE INSURANCE COMPANY

By: _____
(Signature)

Date

Name: _____
(Type or Print)

Title: _____
(Type or Print)

APPROVED AS TO FORM
FOR THE COUNTY OF INGHAM
COHL, STOKER & TOSKEY, P. C.

By: _____
Timothy M. Perrone

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A REIMBURSEMENT AGREEMENT BY AND BETWEEN THE COUNTY OF INGHAM AND JACKSON NATIONAL LIFE INSURANCE COMPANY FOR THE REPAYMENT OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

WHEREAS, the County of Ingham was awarded a Community Development Block Grant (CDBG) on behalf of Jackson National Life Insurance Company (JNLIC) to extend and improve public utilities at its facilities at 1 Corporate Way, Lansing, Michigan; and

WHEREAS, the terms and conditions of the CDBG funding were embodied in the CDBG Agreement entered into by and between the parties on August 22, 2103; and

WHEREAS, the CDBG funding was awarded with the requirement that JNLIC would create at least two hundred seventy-eight (278) additional full-time permanent jobs at a minimum hourly rate of \$12.00 per hour and that at least fifty-one percent (51%) of the created jobs shall be made available to or held by low and moderate income people; and

WHEREAS, the County of Ingham has paid Nine Hundred Eighty-Nine Thousand Five Hundred Five and 13/100 Dollars (\$989,505.13) towards the project and been reimbursed by the State of Michigan for those expenditures; and

WHEREAS, JNLIC created the jobs but did not meet the 51% made available to or held by low and moderate income people; and

WHEREAS, per the terms of the CDBG Agreement, signed by JNLIC on August 9, 2013, JNLIC must reimbursement the County of Ingham if the CDBG Agreement is terminated by the Michigan Economic Development Corporation due to JNLIC not fulfilling its obligations under the agreement; and

WHEREAS, the Michigan Economic Development Corporation has determined that JNLIC has not met the terms of the CDBG Agreement and will require the County of Ingham to repay the funding received on behalf of JNLIC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, per the terms of the CDBG Agreement signed by JNLIC on August 22, 2013, is invoking the repayment provision in the CDBG Agreement.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign a Reimbursement Agreement between the County and JNLIC to execute the terms of the CDBG Agreement.

MEMORANDUM

TO: Law & Courts, County Services and Finance Committees
FROM: Rick Terrill, Facilities Director
DATE: September 13, 2016
SUBJECT: Emergency PO to ICOMM to replace the two reader boards at the Sheriff's Office

This memo is to inform you of an emergency purchase that was made prior to receiving approval from the Law & Courts, County Services and Finance Committees.

Access into the Sheriff's Office has become an issue due to a lightning strike that occurred on Wednesday September 7, 2016, causing a complete failure of the IdentiPass electronic key card system. At this time we cannot enter, delete or change access cards, run reports or set or change door times of day schedules. Pursuant to Section J of the Purchasing Procedures Policy, replacing the two reader boards is essential to the safety of those using the facility.

We can no longer get replacement parts or support for IdentiPass, from Identocard Systems. The latest edition of card access system from IdentiCard is PremiSys, which is currently in use at the Courthouse.

Emergency Purchase Order #2016-309 has been issued to ICOMM for a total cost of \$8,517.16

The Budget Office created a new project code for this replacement, from the Maintenance Improvement Fund, # 245-30199-931000-6FC22.

Both the Controller and Facility Director approved this purchase.

Agenda Item 6b

TO: Board of Commissioners, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: September 19, 2016

SUBJECT: Amend Resolution # 16-324 authoring a contract with Myers Plumbing and Heating, Inc. to replace the two Youth Center boilers

For the meeting agendas of: October 4 & October 5

BACKGROUND

Resolution # 16-324 authorized a contract with Myers Plumbing & Heating, Inc. to replace the two Youth Center boilers.

ALTERNATIVES

There are no alternatives for this project.

FINANCIAL IMPACT

A cost error was made when submitting the pricing for this project; the costs were inadvertently switched on the bid form. The correct bid amount is \$95,370.00 which is still the lowest responsive and responsible bid. The Facilities Department is requesting a \$9,000.00 contingency for any unforeseen circumstances that may arise as well as requesting a transfer of \$10,000.00 from the Maintenance Improvement Fund into the approved CIP line item # 245-66299-976000-5FC05 bringing the balance to \$105,100.00.

OTHER CONSIDERATIONS

There are no other considerations for this project.

RECOMMENDATION

Based on the information presented, I respectfully recommend amending Resolution #16-324 authorizing a contract with Myers Plumbing & Heating, Inc. to replace the two Youth Center Boilers for a total cost of \$104,370.00 which includes the corrected bid amount as well as a \$9,000.00 contingency.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

AMENDING RESOLUTION #16-324 AUTHORIZING A CONTRACT WITH MYERS PLUMBING & HEATING, INC. TO REPLACE THE TWO YOUTH CENTER BOILERS

WHEREAS, Resolution #16-324 authorized a contract with Myers Plumbing & Heating, Inc. to replace the two Youth Center boilers; and

WHEREAS, a cost error was made when submitting the pricing for this project; the costs were inadvertently switched on the bid form; and

WHEREAS, the correct bid amount is \$95,370.00; and

WHEREAS, Myers Plumbing and Heating, Inc. remains the lowest responsive and responsible bid; and

WHEREAS, a \$9,000.00 contingency is being requested for any unforeseen circumstances that may arise; and

WHEREAS, the Facilities Department would like to request a line item transfer of \$10,000.00 from the Maintenance Improvement Fund into the approved CIP line item # 245-66299-976000-5FC05; and

WHEREAS, following the requested transfer, funds for this project will be available within Line Item #245-66299-976000-5FC05 which will then have a balance of \$105,100.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes amending Resolution #16-324 authorizing a contract with Myers Plumbing & Heating, Inc., 16825 Industrial Parkway, Lansing, Michigan 48906, to replace the two Youth Center Boilers for a total cost of \$104,370.00 which includes the corrected bid amount as well as a \$9,000.00 contingency for any unseen circumstances that may arise.

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

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

Agenda Item 7

To: Ingham County Law & Courts and Finance Committees
From: John Neilsen, Deputy Controller
Date: September 20, 2016
Re: Resolution Authorizing 2017 Agreements for Juvenile Justice Community Agencies

This resolution would authorize contracts for the 2017 Juvenile Justice Community Agency Process. The Board of Commissioners previously reserved \$125,000 of the Juvenile Justice Millage (JJM) funds to contract with qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth which the County believes to be consistent with the provisions of the millage.

The Law & Courts Committee will hear presentations on the proposed programs and review the applications for these funds before they recommend funding to the Finance Committee and the Board of Commissioners.

Copies of the JJM Community Agencies Applications, Resolution #16-342 “Resolution to Adopt the 2017 Juvenile Justice Community Agency Process Calendar” and other background material were distributed to the Board of Commissioners at their September 27, 2016 meeting per the adopted calendar.

The current 2016 allocation is as follows:

Child and Family Charities –Nexus Program	\$ 37,287
Child and Family Charities – Teen Court	\$ 23,902
Resolution Services Center of Central Michigan	\$ 21,773
Small Talk Children’s Assessment Center – Sexual Trauma Recovery	<u>\$ 17,038</u>
	\$100,000

For 2017, \$125,000 is available for this purpose, a 25% increase over the 2016 appropriation.

For 2017 the individual agency requests for funds are:

Child and Family Charities – Nexus	\$ 39,341
Child and Family Charities - Teen Court	\$ 26,114
Resolution Services Center of Central Michigan	\$ 32,500
Small Talk Children’s Assessment Center	<u>\$ 10,011.45</u>
	\$107,966.45

With a 25% increase over the 2016 appropriation and the revised request from Small Talk, the 2017 requests could all be funded in their entirety with a surplus of \$17,033.55.

Attached is some additional historical background information on the last three years of JJM funding for these organizations and the percentage increase from the 2016 appropriation to the 2017 request.

Agenda Item 7

	2014		2015		2016		2017	
Organization	Total Requested	Total Granted	Total Requested	Total Granted	Total Requested	Total Granted	Total Requested	Total Granted
Child & Family Charities Nexus Program	\$46,500.00	\$44,640.00	\$46,500.00	\$37,287.00	\$38,351.00	\$37,287.00	\$39,341.00	
Child & Family Charities Teen Court	\$30,000.00	\$28,800.00	\$30,000.00	\$23,902.00	\$24,393.00	\$23,902.00	\$26,114.00	
Resolution Services Center of Central Michigan	\$25,000.00	\$22,560.00	\$25,000.00	\$20,811.00	\$27,500.00	\$21,773.00	\$32,500.00	
Small Talk Children's Assessment Center	\$0.00	\$0.00	\$42,907.00	\$18,000.00	\$17,038.00	\$17,038.00	\$10,011.45	
Total	\$101,500.00	\$96,000.00	\$144,407.00	\$100,000.00	\$107,282.00	\$100,000.00	\$107,966.45	\$0.00

Small Talk's Total Granted was later dropped to \$9,000 making the Total Granted for 2015 \$91,000.00

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING 2017 AGREEMENTS
FOR JUVENILE JUSTICE COMMUNITY AGENCIES**

WHEREAS, a Juvenile Justice Millage was approved by the voters of Ingham County in November of 2002, then renewed in 2006, 2012, and 2016 for the purpose of funding an increase to Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Ingham County Board of Commissioners established a Juvenile Justice Community Agency Process, through Resolution #16-342 reserving a pool of Juvenile Justice Millage funds, to seek and fund proposals from qualified vendors to increase the capacity of the county juvenile justice system for the treatment of delinquent and disturbed youth which the County believes to be consistent with the provisions of the millage proposal approved by the voters; and

WHEREAS, the County has received applications for the 2017 Juvenile Justice Community Agency process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2017 through December 31, 2017, for each Community Agency listed below in accordance with the dollar amounts allocated in the 2017 Budget as stated below, and for the services to Ingham County residents previously approved by the Law & Courts Committee:

- Child and Family Charities – Nexus Program \$-----
- Child and Family Charities - Teen Court \$-----
- Resolution Services Center of Central Michigan \$-----
- Small Talk Children's Assessment Center \$-----

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 14, 2016
SUBJECT: Resolution to Authorize a 2016-2017 AmeriCorps Grant
For the meeting agenda of October 10, 2016

BACKGROUND

The Power of We Consortium (PWC) will soon complete a successful first-year of a three year grant cycle of the AmeriCorps State Program, funded by the Michigan Department of Health and Human Services (MDHHS), on behalf of the Michigan Community Service Commission (MCSC) as part of a three year funding cycle, and authorized by Resolution #15-321. As a condition of this grant, Ingham County Health Department (ICHD) must, at a minimum, enter into agreements with each AmeriCorps host site and with each AmeriCorps member. A total of 12.65 FTE AmeriCorps members will be placed in host sites selected through an RFP process.

ALTERNATIVES

N/A

FINANCIAL IMPACT

This new AmeriCorps Program grant of \$164,762 is for the 2016-2017 fiscal year. Of this \$164,762 MCSC will withhold \$1,715 as an administrative fee and the net grant to ICHD will be \$163,047. This is the second program year of a three year funding cycle, with competitive funding for the 2016-2017 program year. This grant and the new funding is included in the ICHD 2016-2017 budget.

The grant amount offered by MDHHS includes \$65,739 (salary and fringe) for the full-time coordinator, plus staff training/travel; and partial AmeriCorps member support.

The grant requires a non-federal 43% local match of cash and/or in-kind contributions.

	Amount	Percent
Grant	164,762	57%
Match	123,264	43%
Total	288,026	100%

*Grant guidelines direct applicants to hold the MDHHS share at less than \$13,300 per member. Our match put the MDHHS share of our application at \$13,025 per member.

The match is drawn from:

- 1) cash contributions from the external host sites totaling \$112,775;
- 2) existing salary and fringe used as match of \$3,628; and
- 3) indirect costs used as match of \$6,861.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the AmeriCorps Grant for the fiscal year of 2016-2017 in the net amount of \$163,047.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A 2016-2017 AMERICORPS STATE GRANT

WHEREAS, the Power of We Consortium (PWC) will soon complete a successful first-year of a three year grant cycle of the AmeriCorps State Program, funded by the Michigan Department of Human Services (MDHHS), on behalf of the Michigan Community Service Commission (MCSC) as part of a three year funding cycle, and authorized by Resolution #15-321; and

WHEREAS, as a condition of this grant, Ingham County Health Department (ICHD) must, at a minimum, enter into agreements with each AmeriCorps host site and with each AmeriCorps member; and

WHEREAS, a total of 12.65 FTE AmeriCorps members will be placed in host sites selected through an RFP process; and

WHEREAS, this new AmeriCorps Program grant of \$164,762 is for the 2016-2017 fiscal year; and

WHEREAS, this grant and the new funding is included in the ICHD 2016-2017 budget; and

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

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts this new AmeriCorps Program grant of \$164,762 for the 2016-2017 fiscal year.

BE IT FURTHER RESOLVED, of this \$164,762 MCSC will withhold \$1,715 as an administrative fee, the net grant to ICHD will be \$163,047.

BE IT FURTHER RESOLVED, this is the second program year of a three year funding cycle, with competitive funding for the 2016-2017 program year; a total of 12.65 FTE AmeriCorps members will be placed in host sites selected through an RFP process.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 14, 2016
SUBJECT: Resolution to Authorize the fourth year of funding cycle of the AmeriCorps*VISTA Project
For the meeting agenda of October 10, 2016

BACKGROUND

Ingham County Health Department (ICHD) on behalf of the Power of We Consortium (PWC) was the recurring recipient of grant funds in support of the AmeriCorps* VISTA Project from 2006-2010, and annual renewal of such funding was accepted by resolution (#06-333, #07-307, #08-321, #09-159, #10-055, #10-396). The Corporation for National and Community Services (CNCS) provided a new funding cycle which the first year of such funding was accepted by resolution #13-380; and the second year funding was accepted by #14-388; and the third year funding was accepted by #15-352. CNCS has provided Ingham County a fourth year of the funding cycle for 2016-2017 providing funding with up to sixteen (16) AmeriCorps*VISTA members to perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems.

ALTERNATIVES

N/A

FINANCIAL IMPACT

CNCS has granted ICHD, on behalf of the PWC, the fourth year funding for the AmeriCorps*VISTA Program with \$135,225 for the 2016-2017 fiscal year. \$15,000 CNCS funds and \$120,225 local resources, and authorizes a grant agreement with the CNCS for the time period of September 18, 2016 through September 16, 2017. Out of a total of 16 FTE AmeriCorps*VISTA members, 15 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps*VISTA Leader will be placed with the Power of We Consortium. The funding for this agreement is included in the ICHD 2016-2017 budget.

The Local Resources are drawn from:

- 1) cash contributions from the external host sites totaling \$84,043
- 2) VISTA Deferred Revenue Cost Share Funds \$14,000
- 3) Revenue from Ingham County \$22,182

Separate from the \$135,225 program expenses, CNCS will pay the following member personnel expenses directly to the members out of additional Federal dollars: Living Allowances of \$122,699, Education and End of Service Awards \$78,300, and Health Insurance \$48,600 for a total of \$249,599.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for the fourth year funding cycle of the AmeriCorps*VISTA Project in the amount of \$135,225 for the period of September 18, 2016 through September 16, 2017.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE FOURTH YEAR OF THE AMERICORPS
VISTA GRANT CYCLE FOR 2016-2017**

WHEREAS, Ingham County Health Department (ICHHD) on behalf of the Power of We Consortium (PWC) was the recurring recipient of grant funds in support of the AmeriCorps* VISTA Project from 2006-2010, and annual renewal of such funding was accepted by resolution (#06-333, #07-307, #08-321, #09-159, #10-055, #10-396); and

WHEREAS, the Corporation for National and Community Services (CNCS) provided a new funding cycle which the first year of such funding was accepted by resolution #13-380; and the second year funding was accepted by #14-388; and the third year funding was accepted by #15-352; and

WHEREAS, CNCS has provided Ingham County a fourth year of the funding cycle for 2016-2017 providing funding with up to sixteen (16) AmeriCorps*VISTA members to perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems; and

WHEREAS, out of a total of 16 FTE AmeriCorps*VISTA members, 15 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps*VISTA Leader will be placed with the Power of We Consortium; and

WHEREAS, separate from the \$135,225 program expenses, CNCS will pay the following member personnel expenses directly to the members out of additional Federal dollars: Living Allowances of \$122,699, Education and End of Service Awards \$78,300, and Health Insurance \$48,600 for a total of \$249,599; and

WHEREAS, the funding for this is agreement is included in the ICHD 2016-2017 budget; and

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the fourth year of the funding cycle for the AmeriCorps*VISTA program with the 2016-2017 year in the amount of \$135,225 made up of \$15,000 CNCS funds and \$120,225 local resources, and authorizes a grant agreement with the CNCS for the time period of September 18, 2016 through September 16, 2017.

BE IT FURTHER RESOLVED, that a non-federal match of \$120,225 is authorized and obtained through the following:

- up to \$5,602.85 from each of fifteen external AmeriCorps*VISTA host sites totaling (\$84,043) as selected through a Request for Proposal process
- up to \$14,000 from VISTA Deferred Revenue Funds
- \$22,182 in Ingham County Funds

BE IT FURTHER RESOLVED, that separate from the \$135,225 program expenses, CNCS will pay the following member personnel expenses directly to the members out of additional Federal dollars: Living Allowances of \$122,699, Education and End of Service Awards \$78,300, and Health Insurance \$56,700 for a total of \$249,599.

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

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

TO: Board of Commissioners Human Services and Finance Committees

FROM: Linda S. Vail, MPA

DATE: 9/13/16

SUBJECT: Agreement with Southeastern Michigan Health Association
For the meeting agendas of 10/3/16 and 10/5/16

BACKGROUND

The Children’s Special Health Care Services (CSHCS) division at the Ingham County Health Department (ICHD) provides coordinated care for children with special needs. CSHCS assists these individuals and their families through the appropriate use of the CSHCS system of care, so that children are able to demonstrate improved health outcomes and an enhanced quality of life. CSHCS has been awarded a \$10,000 grant by Southeastern Michigan Health Association (SEMHA) to support outreach efforts and to facilitate parent input and feedback, as well as family involvement with the CSHCS LHD policy and procedure process.

ICHD will use this grant to fund a temporary position with an area parent currently enrolled in the CSHCS system. This individual will work collaboratively with ICHD-CSHCS staff to develop and implement outreach strategies that focus on engaging other families who have children with special health care needs. This peer support affords parents the benefits of CSHCS, and provides strategies to assist parents in navigating the system.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

SEMHA will provide ICHD with \$10,000 in funding for the period of October 1, 2016 through September 30, 2017.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with SEMHA in an amount up to \$10,000 for the period of October 1, 2016 through September 30, 2017.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
SOUTHEASTERN MICHIGAN HEALTH ASSOCIATION**

WHEREAS, the Children's Special Health Care Services (CSHCS) division at the Ingham County Health Department (ICHHD) provides coordinated care for children with special needs; and

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

WHEREAS, CSHCS has been awarded a \$10,000 grant by Southeastern Michigan Health Association (SEMHA) to support outreach efforts and to facilitate parent input and feedback, as well as family involvement with the CSHCS LHD policy and procedure process; and

WHEREAS, ICHHD will use this grant to fund a temporary position with an area parent currently enrolled in the CSHCS system; and

WHEREAS, this position will work collaboratively with ICHHD-CSHCS staff to develop and implement outreach strategies that focus on engaging other families who have children with special health care needs; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with SEMHA in an amount up to \$10,000 for the period of October 1, 2016 through September 30, 2017.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with SEMHA in an amount up to \$10,000 for the period of October 1, 2016 through September 30, 2017.

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

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

Agenda Item 8d

TO: Board of Commissioners Human Services, County Services, and Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: 9/19/16

SUBJECT: Position Status Change for ICHD Immunizations Nurse Positions
For the meeting agenda of 10/3/16, 10/4/16, and 10/5/16

BACKGROUND

The Ingham County Health Department (ICHD) is proposing to increase an Immunization Nurse position (#601089) from .5 FTE to 1.0 FTE. Funding for this increase will come from a vacant .75 FTE Immunizations Nurse position (#601086). ICHD is proposing that .5 FTE of #601086 be added to position #601089. The employee in Position #601089 has expressed interest in the increase to 1 FTE. This increase will provide more continuity to the office as well as improved patient flow and dissemination of information. The Michigan Nurses Association has reviewed this adjustment.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The proposed adjustments will result in a savings as the remaining .25 FTE of Position #601086 will remain vacant.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize the increase of Position #601089 from .5 FTE to 1.0 FTE using .5 FTE from vacant Position #601086, effective upon approval of the resolution.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO INCREASE IMMUNIZATION NURSE POSITION #601089 TO 1 FTE
USING .5 FTE FROM VACANT IMMUNIZATION NURSE POSITION #601086**

WHEREAS, the Ingham County Health Department (ICHHD) is proposing to increase an Immunization Nurse position (#601089) from .5 FTE to 1.0 FTE; and

WHEREAS, funding for this increase will come from a vacant .75 FTE Immunizations Nurse position (#601086); and

WHEREAS, ICHHD is proposing that .5 FTE of #601086 be added to position #601089; and

WHEREAS, the increase of #601089 to 1.0 FTE will provide more continuity to the office, improve patient flow and dissemination of information, and result in a savings as the remaining .25 FTE of #601086 will remain vacant; and

WHEREAS, the Michigan Nurses Association has reviewed this adjustment; and

WHEREAS, the Health Officer recommends authorization to increase Position #601089 from .5 FTE to 1.0 FTE using .5 FTE from vacant Position #601086, effective upon approval of the resolution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an increase of Position #601089 from .5 FTE to 1.0 FTE using .5 FTE from vacant Position #601086, effective immediately.

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

TO: Board of Commissioners Human Services and Finance Committees

FROM: Linda S. Vail, MPA

DATE: 9/13/16

SUBJECT: Agreement with Enroll Michigan for Navigator Services
For the meeting agendas of 10/3/16 and 10/5/16

BACKGROUND

Enroll Michigan (EM), previously known as Consumers for Healthcare (MCH), is currently authorized by the federal government to serve as a Navigator assisting the uninsured in making their enrollment decisions. EM is Michigan's only statewide Navigator program, engaging more than 120 partner agencies in the important work of reaching out to and assisting hard-to-reach populations throughout the state.

EM would like to contract with the Ingham County Health Department (ICHD) for a fourth year (previously contracted as MCH) to serve as an initial point of contact and support for the Ingham County area as a Local Community Navigator (LCO) organization. Resolution #15-414 authorized this agreement in FY 2016. This contract will be in effect from 10/1/16 through 9/30/17. As an LCO, the Registration and Enrollment (R&E) Unit will provide outreach, education, and enrollment both through the Marketplace and the MI-Bridges program. R&E staff are certified Navigators and available to assist local consumers in understanding their enrollment options.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

EM will provide up to \$25,000 in compensation to ICHD for LCO services.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with EM in an amount up to \$25,000 for ICHD to serve as an LCO for the period of October 1, 2016 through September 30, 2017.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH ENROLL MICHIGAN TO SERVE AS A LOCAL COMMUNITY NAVIGATOR FOR INGHAM COUNTY AND SURROUNDING COMMUNITIES

WHEREAS, Enroll Michigan (EM), previously known as Consumers for Healthcare (MCH), has been selected by the federal government to be a Navigator assisting the uninsured in making their enrollment decisions; and

WHEREAS, EM will be Michigan's only statewide Navigator program, engaging more than 120 partner agencies in the important work of reaching out to and assisting hard-to-reach populations everywhere; and

WHEREAS, EM would like to contract with the Ingham County Health Department (ICHD) for a fourth year (previously contracted as MCH) to serve as an initial point of contact and support for the Ingham County area as a Local Community Navigator (LCO) organization; and

WHEREAS, Resolution #15-414 authorized a new agreement for navigation services in FY 2016; and

WHEREAS, EM will provide up to \$25,000 in compensation to ICHD to support Registration and Enrollment (R&E) staff members to provide outreach, education, and enrollment both through the Marketplace and the Healthy Michigan program; and

WHEREAS, R&E staff are certified as Navigators and available to assist local consumers in understanding their enrollment options; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with EM in an amount up to \$25,000 for ICHD to serve as an LCO for the period of October 1, 2016 through September 30, 2017.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with EM in an amount up to \$25,000 for ICHD to serve as an LCO for the period of October 1, 2016 through September 30, 2017.

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

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

TO: Board of Commissioners Human Services and Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: September 14, 2016

SUBJECT: Acceptance of Tobacco Cessation Funds from MSHN and MDHHS
For the meeting agendas of 10/3/16 and 10/5/16

BACKGROUND

The Ingham County Health Department (ICHHD) has received an award from the Mid-State Health Network (MSHN) for \$60,000 and two funding awards from Michigan Department of Health and Human Services (MDHHS) which are included in the Comprehensive Agreement, one for the Tobacco Reduction in People Living with HIV/AIDS Project for \$57,386 and one for the Tobacco Control Program for \$30,000. ICHD is proposing to use this funding, along with a projected \$15,000 in revenue from tobacco cessation billing, to increase the Tobacco Reduction Specialist Position #601030 to 1.0 FTE. This position was reduced from 1.0 FTE to .5 FTE in FY 2017 prior to receiving these new funding sources. The award from MSHN will also support establishing a .5 FTE Community Health Worker (CHW) position to facilitate agreed upon activities.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The \$147,386 in funding, along with a projected \$15,000 in revenue from tobacco cessation billing will cover the cost of increasing Position #601030 to 1.0 FTE and establishing a 0.5 FTE CHW position. The CHW position will remain in effect for the duration of the MSHN grant.

OTHER CONSIDERATIONS

The Tobacco Treatment Specialist position previously has not had the capability to bill. Billing may now occur due to the recent completion of the Tobacco Treatment Specialist Certification which is necessary for billing tobacco reduction counseling.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of an agreement with MSHN in an amount up to \$60,000 for the period of October 1, 2016 through September 30, 2017; the MDHHS grant funding will be included under the Comprehensive Agreement. In addition, I recommend the approval to increase the Tobacco Reduction Specialist Position #601030 to 1.0 FTE and to establish a 0.5 FTE Community Health Worker (CHW) position for the duration of the funding.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AGREEMENTS WITH MID-STATE HEALTH NETWORK AND MICHIGAN DEPARTMENT OF HEALTH & HUMAN SERVICES, INCREASE TOBACCO REDUCTION SPECIALIST POSITION #601030 TO 1.0 FTE, AND ESTABLISH A .5 FTE COMMUNITY HEALTH WORKER POSITION

WHEREAS, the Ingham County Health Department (ICHD) has received an award from the Mid-State Health Network (MSHN) for \$60,000 and two funding awards from Michigan Department of Health and Human Services' (MDHHS) which are included in the Comprehensive Agreement, one for the Tobacco Reduction in People Living with HIV/AIDS Project for \$57,386 and one for the Tobacco Control Program for \$30,000; and

WHEREAS, ICHD is proposing to use this funding, along with a projected \$15,000 in revenue from tobacco cessation billing, to increase the Tobacco Reduction Specialist Position #601030 to 1.0 FTE; and

WHEREAS, Position #601030 was reduced from 1.0 FTE to .5 FTE in FY 2017 prior to receiving these new funding sources; and

WHEREAS, the award from MSHN will also support establishing a .5 FTE Community Health Worker (CHW) position to facilitate agreed upon activities which will remain in effect for the duration of the MSHN grant; and

WHEREAS, the Health Officer recommends approval of an agreement with MSHN in an amount up to \$60,000 for the period of October 1, 2016 through September 30, 2017; the MDHHS grant funding will be included under the Comprehensive Agreement; and

WHEREAS, the Health Officer also recommends increasing Tobacco Reduction Specialist Position #601030 to 1.0 FTE and establish a 0.5 FTE CHW position for the duration of the funding.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MSHN in an amount up to \$60,000 for the period of October 1, 2016 through September 30, 2017.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes increasing Tobacco Reduction Specialist Position #601030 to 1.0 FTE and establish a 0.5 FTE CHW position for the duration of the funding.

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

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

Agenda Item 9

TO: Board of Commissioners County Services Committee and Finance Committee
FROM: Travis Parsons, Human Resources Director
DATE: September 20, 2016
SUBJECT: Resolution to Adopt a Policy on Employee Purchase of a Released Deferred Obligation

BACKGROUND

At the September 20, 2016 meeting of the County Services Committee, a discussion item was brought forward regarding the ability of employees to transfer and purchase a “Released Deferred Obligation” from another MERS participating municipality.

Currently the Board of Commissioners has Resolution #02-101 permitting the purchase of generic service time, as well as prior service credit from other governmental employers. The existing resolution provides that the employee obtain the actuarial determined cost from MERS and the employee is solely responsible for the cost.

The transfer and purchase of a Released Deferred Obligation does not fit under the umbrella of the existing resolution. Some employees may have the unique circumstance of having vested pension service with another MERS participating municipality. MERS Pension Plan does allow, with approval of both municipalities, the release and acceptance of the Deferred Obligation for the pension. Although there is a transfer of the total vested assets of the employees account (Total Assets = Employer Contributions + Employee Contributions + Interest Earned) from the other municipality, due to division differences in plan design, final average compensation (FAC), or eligibility requirements, the employee will have an additional actuarial cost as determined by MERS. Under the new resolution, the employee would be responsible for this additional cost in order to complete the transfer of the Deferred Obligation.

If the participating employee were in a MERS Division that has a “F” benefit program (early out provision) and the transfer and purchase occurs before attaining applicable minimum credited service for the “F” benefit, such service is not creditable for MERS retirement benefits until the minimum years of credited service for “F” benefit is reached. If the transfer and purchase occurs after attaining minimum credited service for “F” benefits, such service is immediately credited.

ALTERNATIVES

Not to allow the acceptance of deferred obligations.

FINANCIAL IMPACT

As with allowing the purchase of generic service time, the potential financial impact is predicated on the accuracy of the actuarial assumptions regarding the future retirement and life expectancy of the employee.

OTHER CONSIDERATIONS

Ingham County’s past practice of providing for crediting prior service dates back to 1984. The prior resolutions were rescinded through the passage of Resolution #02-101, Resolution to Amend Its Policies on the Purchase of Retirement Service Credit. The proposed resolution does not modify or rescind Resolution #02-101.

RECOMMENDATION

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT A POLICY ON EMPLOYEE PURCHASE OF
A RELEASED DEFERRED OBLIGATION**

WHEREAS, Ingham County is a participating municipality in the Michigan Municipal Employees' Retirement System (MERS); and

WHEREAS, the MERS Plan Document makes it permissible for an employee to request a former municipality to release the "Deferred Obligation" of their pension benefit and the current municipality to accept the "Deferred Obligation"; and

WHEREAS, Ingham County employees in MERS Divisions having a MERS "F" benefit program may not use the service credit to reach the minimum years of credited service for "F" benefits; and

WHEREAS, MERS will inform employees of the eligibility requirements and MERS will provide the actuarial determined total cost to those employees interested in transferring and purchasing the Deferred Obligation from another participating municipality, and the employee shall forward a copy to the Human Resources' Office; and

WHEREAS, the Ingham County Board of Commissioners acknowledges there will be a cost involved, as determined by MERS, which must be totally borne by the employee requesting the transfer and purchase of the Deferred Obligation; and

WHEREAS, upon approval of the employee's request for acceptance of the Deferred Obligation by the Ingham County Board of Commissioners, the employee is responsible for securing the release of the Deferred Obligation from the other MERS participating municipality.

THEREFORE BE IT RESOLVED, that pursuant to the MERS Plan Document, the Ingham County Board of Commissioners approves the transfer and employee purchase of a Released Deferred Obligation.

BE IT FURTHER RESOLVED, that the Human Resources Director send a copy of this resolution to MERS.