

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
DERRELL SLAUGHTER

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

FINANCE COMMITTEE
MARK GREBNER, CHAIR
TODD TENNIS
BRYAN CRENSHAW
MARK POLSDOFER
EMILY STIVERS
RANDY SCHAFER
RANDY MAIVILLE

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, OCTOBER 20, 2021 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/89160266022>.

Agenda

Call to Order

Approval of the [October 6, 2021](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office – Resolution to Authorize a Contract Extension with Body Connection [Yoga](#) for Trauma Centered Yoga at the Ingham County Jail
2. Community Corrections – Resolution to Authorize Additional Justice Millage Programming Funds for Indigent [Electronic Monitoring](#) Users to Maintain Services through December 31, 2021 and to Provide Notice to Judicial Services Group, Ltd. that Additional Funds are Available
3. 9-1-1 Dispatch Center – Resolution to Authorize Renewal of Services with [National Testing Network](#) for 2022
4. Law & Courts Committee – Resolution to Authorize Positions, Contracts, and Other Expenses to Increase Treatment Programming for 2022 as Authorized by the [Justice Millage](#)
5. Equalization/Tax Mapping – Resolution to Approve the 2021 [Apportionment Report](#)
6. Fairgrounds
 - a. Resolution to Amend the Contract with [Sterle Builders](#)
 - b. Resolution to Reclassify Fair Secretary Position to [Administrative Assistant](#)
7. Parks Department – Resolution to Authorize an Amendment to [City of Williamston](#) Trails and Parks Millage Agreement
8. Health Department
 - a. Resolution to Authorize an Administrative Service Agreement with [Blue Cross Blue Shield](#) of Michigan at the Ingham County Jail
 - b. Resolution to Accept a 2021-2022 [Americorps State Grant](#)
 - c. Resolution to Amend the [Azara](#) Sublicense Agreement with Michigan Primary Care Association
 - d. Resolution to Authorize an Agreement with [Dignified Aging](#)

- e. Resolution to Authorize an Agreement with Hospital Network Healthcare Services Medical Waste Management/Disposal through [HPS Group](#) Purchasing Contract
 - f. Resolution to Accept FY 2022 [Child and Adolescent Health Center](#) Program Funds
 - g. Resolution to Accept Michigan Department of Health and Human Services Funding for [Minority Health](#) Community Capacity Building 2022 Initiative
9. Lansing Economic Area Partnership – Resolution to Authorize a Contract with [Capital Consultants, Inc.](#) for State Community Development Block Grant Site Readiness Preliminary Engineering Services
10. Innovation & Technology Department
- a. Resolution to Approve the Purchase of Additional Backup Storage from [Sentinel](#)
 - b. Resolution to Approve the Invoice for Renewing [CourtView](#) Support Services
11. Road Department
- a. Resolution to Amend an Engineering Design Services Contract with [RS Engineering, LLC](#) for the Waverly Road Bridge over Grand River (SN 3871)
 - b. Resolution to Authorize the Purchase of Single Tungsten Carbide Inserted Grader Blades, Wing Plow [Blades](#), and Wing Plow Shoes
12. Human Resources
- a. Resolution to Approve Generic Service Credit Purchase for County Employee: [Chadwick Phillips](#)
 - b. Resolution to Approve Ingham County Employees' Association – Professional County Employees Unit [Reclassification](#) Requests
13. Controller/Administrator's Office
- a. Ingham County 2022 General [Appropriations](#) Resolution
 - b. Resolution Approving a Statement of Work Under the Master Services Agreement Between [LynxDx, Inc.](#) and Ingham County for Employee COVID-19 Testing
 - c. Resolution to Utilize American Rescue Plan Funds to Fund an Apprenticeship Program through Opportunity [Knox Professional Apprenticeship Program](#)

Announcements
Public Comment
Adjournment

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

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

FINANCE COMMITTEE

October 6, 2021

Draft Minutes

Members Present: Grebner, Crenshaw, Maiville, Polsdofer, Stivers, Schafer, and Tennis.

Members Absent: None.

Others Present: Congresswoman Elissa Slotkin, Virginia Rezmierski, Gregg Todd, Michael Townsend, Mary Konieczny, and others.

The meeting was called to order by Chairperson Grebner at 6:02 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual public participation was offered via Zoom at <https://ingham.zoom.us/j/89160266022>

Approval of the September 22, 2021 Minutes and Closed Session Minutes

CHAIRPERSON GREBNER STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE SEPTEMBER 22, 2021 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN.

Additions to the Agenda

Substitute –

5. Law & Courts Committee – Resolution Authorizing 2022 Agreements for Juvenile Justice Community Agencies
9. Human Resources
 - b. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the CCLP Supervisory Officers (Command) Unit
 - c. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the CCLP Law Enforcement (Act 312) Unit

Removed –

9. Human Resources
 - a. Resolution to Approve a Letter of Understanding between the County of Ingham & the Technical, Professionals & Officeworkers Association of Michigan (TPOAM)

Chairperson Grebner stated that a late resolution would be added to the agenda as the new Agenda Item 9a.

Late –

9. Human Resources

- a. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the CCLP Corrections Unit

Limited Public Comment

Virginia Rezmierski, Stockbridge Community Schools Volunteer Medical Needs Facilitator, provided public comment, which is included in the minutes as Attachment A.

Congresswoman Elissa Slotkin, Michigan Representative, stated she wanted to say hello before entering the Women's Commission meeting, and thanked the Committee for their work.

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

1. Sheriff's Office – Resolution to Authorize the Renewal of a Support Services Agreement with Carousel Industries for Audio and Video Support at the Ingham County Sheriff's Office
2. Circuit Court
 - a. Resolution to Accept the FY 2022 Michigan Mental Health Court Program Grant, Continue the Grant Funded Full-Time Mental Health Court-Court Services Coordinator Position and Mental Health Court-Case Coordination Specialist Position, and Authorize Subcontracts
 - b. Resolution to Accept the FY 2022 Swift and Sure Sanctions Probation Program Grant, Continue the Grant Funded Three-Quarter Time SSSPP Case Management Coordinator Position and Authorize Subcontracts
3. Circuit Court – Juvenile Division
 - a. Resolution to Accept the Child and Parent Legal Representation Grant from the Michigan Department of Health and Human Services
 - b. Resolution to Accept the Raise the Age Grant from the Michigan Department of Health and Human Services
 - c. Resolution to Authorize an Agreement for a Facility Service Dog for Ingham Academy
4. 9-1-1 Dispatch Center – Resolution to Authorize Renewal of Software Support Agreement with Central Square Technologies for the Computer Aided Dispatch (CAD) System
5. Law & Courts Committee – Resolution Authorizing 2022 Agreements for Juvenile Justice Community Agencies
6. Parks Department – Resolution to Authorize an Amendment to the Contract with Laux Construction, LLC for Burchfield Park Improvements

7. Health Department
 - a. Resolution to Authorize an Amended Lease Agreement with Holy Cross Services
 - b. Resolution to Authorize Acceptance of Funding from Michigan Department of Labor & Economic Opportunity (LEO)
 - c. Resolution to Authorize an Agreement with TempDev Inc. for Professional Consulting Services
 - d. Resolution to Renew the Collaborative, Services and Referral Agreement with Community Mental Health of Clinton, Eaton, and Ingham Counties
8. Facilities Department
 - a. Resolution to Authorize a Contact Renewal with MSDS Online to Manage Material Safety Data Sheets
 - b. Resolution to Authorize an Agreement with EC America, Inc., for Project Management Software
 - c. Resolution to Authorize an Agreement with Studio Intrigue Architects, LLC for the Architectural and Engineering Services for the 2021 Capital Bond Project
 - d. Resolution to Authorize an Agreement with Clean Harbors, Inc., for the Zimmerman Road Easement Access for the Ingham County Justice Complex
9. Human Resources
 - a. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the CCLP Corrections Unit
 - b. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the CCLP Supervisory Officers (Command) Unit
 - c. Resolution to Approve the 2022 - 2024 Collective Bargaining Agreement with the CCLP Law Enforcement (Act 312) Unit

THE MOTION CARRIED UNANIMOUSLY.

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

Announcements

None

Public Comment

Commissioner Peña stated District 10 had an Environmental Justice Forum planned for October 10, 2021 from 5 p.m. to 7 p.m. at the Eastern High School Auditorium, and invited everyone in attendance to attend the forum. He further stated the forum would discuss water quality, air quality, ground contamination and climate issues.

Adjournment

The meeting was adjourned at 6:10 p.m.

ATTACHMENT A

PUBLIC COMMENT AT OCTOBER 6 FINANCE COMMITTEE MEETING OF INGHAM COUNTY BOARD OF COMMISSIONERS

Good evening. My name is Virginia Rezmierski. I am a volunteer facilitator for discussions regarding medical needs in the Stockbridge Community Schools.

- 1) We appreciate your review and evaluation of the proposal from the Stockbridge Superintendent, Brian Friddle.
- 2) We realize that the intent of the American Rescue Plan is to move health services and support, in response to the Covid pandemic, into the communities. (Even more funding has recently been released by HRSA to providers who serve rural patients covered by Medicare, Medicaid or Children's Health Insurance Program.)
- 3) If you could see the administrators in the Stockbridge schools in their Personal Protective Equipment, testing and tracing students who are positive to Covid, you would know that every single school day they are in need of more help to put into place the services that are needed in response to this pandemic.
- 4) As school personnel and leaders prepared this proposal we were ADVISED to ask for what we needed. We did just that. We did not pad the proposal. This is what is needed for their 3-year plan.
- 5) We appreciate your care and concern about sustainability, which we share and have built into this proposal in terms of health education and established procedures.
- 6) We ask for your unanimous support of the request for \$590,525 to provide Stockbridge's response to the effects of Covid and to build the procedures into the school system. **Thank you**

OCTOBER 20, 2021 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

1. **Sheriff's Office** – *Resolution to Authorize a Contract Extension with Body Connection Yoga for Trauma Centered Yoga at the Ingham County Jail*

This resolution will authorize a contract extension in the not to exceed amount of \$15,600 with Deb Hart Body Connection Yoga for Trauma Centered Yoga at the Ingham County Jail for the period of January 1, 2022 through December 31, 2022. Resolution #20-143 approved a twenty-month contract for these services, which included a one-year renewal option. The Sheriff's Office is recommending this renewal. Funds will be budgeted for this contract from the Justice Millage allocation for Jail Programming.

See memo for details.

2. **Community Corrections** - *Resolution to Authorize Additional Justice Millage Programming Funds for Indigent Electronic Monitoring (EM) Users to Maintain Services through December 31, 2021 and to Provide Notice to Judicial Services Group, Ltd. (JSG) that Additional Funds are Available*

Resolution #19-393 authorized the current contract with JSG Monitoring for indigent user Electronic Monitoring (EM) services. Resolution #20-589 approved \$70,000 in Justice Millage Programming Funds for these services and Resolution #21-217 approved an additional \$230,000. Due to the continued impact of COVID-19, EM utilization remains high, and current available funding will be exhausted by the end October 2021. EM utilization is projected to continue at the current level through the remainder of 2021, requiring an additional \$120,000 to maintain services through December 31, 2021, for an overall 2021 total of \$420,000. Pursuant to the terms of the current JSG contract, written notice can be provided, as additional funds are made available.

When current funding runs out, the only available option for EM services is client-pay, which would reduce or preclude access to services for many users. The proposed additional \$120,000 for indigent EM funds are available from unspent Justice Millage funds. The projection for unspent funds previously allocated for programming is \$290,000 through the end of 2021.

See memo for details.

3. **9-1-1 Dispatch Center** – *Resolution to Authorize Renewal of Services with National Testing Network for 2022*

This resolution will authorize the renewal of an agreement with National Testing Network (NTN) for the purposes of testing applicants for 9-1-1 Dispatcher. The costs include an ECOMM National Annual Membership fee of \$1,000 and a cost of \$46 per applicant tested. The estimated need is to test 500 applicants during 2022, bringing the requested cost to \$24,000. Funds are available for this agreement in the 9-1-1 Center 2022 budget.

See memo for details.

4. Law & Courts Committee – *Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming for 2022 as Authorized by the Justice Millage*

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

- \$633,836 for the Community Mental Health Correctional Assessment and Treatment Services
- \$71,170 for Mental Health Medication Assisted Treatment (MAT) Peer Recovery Coach Services through CMH
- \$475,600 for Community Based Programs
- \$89,228 for the Ingham County Health Department Pathways to Care Program
- \$128,400 for Ingham County Sheriff's Office/Jail Programming
- \$223,058 to fund two Corrections Deputies to assist in facilitating inmate programming and a portion of the Inmate Programming Coordinator
- \$175,267 to fund a Pretrial Services Clerk and a Pretrial Services Investigator at Circuit Court/Pretrial Services

These requests total \$1,796,559 and funds are available within the Justice Millage fund.

See memo for details.

5. Equalization Department – *Resolution to Approve the 2021 Ingham County Apportionment Report*

This resolution approves the 2021 Ingham County Apportionment Report for presentation at the Finance Committee meeting on October 20, 2021.

See memo for details.

6a. Fairgrounds - *Resolution to Authorize an Amendment to the Contract with Sterle Builders*

This resolution authorizes an amendment to the contract with Sterle Builders in an amount not to exceed \$13,500 for the disassembly of Jack O' Lanterns Unleashed at the Ingham County Fairgrounds. Funds for this contract are included in the 2021 budget.

6b. Fairgrounds - *Resolution to Reclassify Fair Secretary Position to Administrative Assistant*

This resolution authorizes the conversion of the Fair Secretary (UAW E with salary range \$35,919- \$42,784.00) to Fair Administrative Assistant (UAW H with salary range \$42,458.00-50,646.74) effective upon the approval of this resolution. The UAW is supportive and the additional costs of \$10,488.89 will be absorbed into the Fairgrounds budget.

7. Parks Department – *Resolution to Amend the City of Williamston Trails and Parks Millage Agreement*

This resolution authorizes an additional \$108,907.66 from the Trails and Parks Millage for the City of Williamston's Downtown Water Trailhead & Launch project.

8a. Health Department - Resolution to Authorize an Administrative Service Agreement with Blue Cross Blue Shield of Michigan at the Ingham County Jail

This resolution authorizes the annual update of the agreement with BCBSM to pay the claims of health care services provided to inmates of the Ingham County Jail. Funds for this agreement are included in the 2022 Jail Medical budget.

8b. Health Department - Resolution to Authorize Acceptance of a 2021-2022 AmeriCorps State Grant

This resolution authorizes acceptance of an AmeriCorps grant award from MDLEO in an amount not to exceed \$162,238, effective October 1, 2021 through September 30, 2022, and a non-federal match of \$164,168 consisting of indirect costs of \$6,827, and the remainder obtained through cash contributions of up to \$13,195 from each of the 13 AmeriCorps host sites, as selected through a Request for Proposal process.

8c. Health Department - Resolution to Amend the Azara Sublicense Agreement with Michigan Primary Care Association

This resolution amends the Azara DRVS Sublicensing Agreement with MPCA for Azara DRVS software enhancements, effective November 1, 2021 through January 31, 2022 in an amount not to exceed \$6,000. Funds are included in the 2022 budget.

8d. Health Department - Resolution to Authorize an Agreement with Dignified Aging

This resolution authorizes an agreement with Dignified Aging Project in an amount not to exceed \$19,500 to provide staff to fill Medication Associate positions at ICHD's Jail Medical, effective September 15, 2021 through September 30, 2022. Funding for this agreement is available in the Jail Medical budget.

8e. Health Department - Resolution to Authorize an Agreement with Hospital Network Healthcare Services Medical Waste Management/Disposal through HPS Group Purchasing Contract

This resolution authorizes entering into an agreement with HNHS for the disposal of medical waste collected by the ICHD's CHCs, effective November 1, 2021 through October 31, 2023, for an amount not to exceed \$7,000 per year, and will auto-renew every two years. Funds for this agreement are included in the Community Health Center's 2022 budget.

8f. Health Department - Resolution to Accept FY 2022 Child and Adolescent Health Center Program Funds

This resolution authorizes accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2021 through September 30, 2022.

8g. Health Department - Resolution to Accept Michigan Department of Health and Human Services Funding for Minority Health Community Capacity Building 2022 Initiative

This resolution accepts a funding award in an amount not to exceed \$42,000 from the Michigan Department of Health & Human Services (MDHHS) effective October 1, 2021 through September 30, 2022.

9. Lansing Economic Area Partnership – *Resolution to Authorize a Contract with Capital Consultants, Inc. for State Community Development Block Grant Site Readiness Preliminary Engineering Services*

This resolution authorizes a contract with Capital Consultants, Inc. for engineering related services to bringing four sites in Ingham County to “Build Ready” status through an MEDC Site Readiness Improvement Program grant.

The four sites are:

- I-96 Industrial Park, City of Williamston
- Temple Rd. Sites, City of Mason
- Frederick’s Property, Vevay Township
- Mid-MI Mega Site, Delhi Township

The \$120,500 funding is through state CDBG funds.

See memo for details.

10a. Innovation & Technology Department– *Resolution to Approve the Purchase of Additional Backup Storage from Sentinel*

This resolution authorizes the approval of additional offline backup storage from Sentinel through the GSA contract. Total cost of \$56,000 to be paid out of the Network Fund.

See memo for details.

10b. Innovation & Technology Department – *Resolution to Approve the Invoice for Renewing CourtView Support Services*

This resolution authorizes the renewal of CourtView Support Services which is used in various criminal justice areas including the Courts and Prosecuting Attorney’s Office. There is an annual maintenance agreement in place to maintain the application, receive support, and receive needed software updates that will expire on December 31st, 2021. Total cost is \$163,686 and will be paid out of the IT Department’s LOFT fund.

See memo for details.

11a. Road Department – *Resolution to Amend an Engineering Design Services Contract with RS Engineering, LLC for the Waverly Road Bridge over Grand River (SN 3871)*

This resolution authorizes an amendment to the existing contract with RS Engineering, LLC for design work necessary to repair the Waverly Road Bridge over Grand River, due to unexpected existing conditions of the bridge.

Budget amendment is for an additional \$10,005.44 (bringing the total contract to \$26,005.44) and funded through the 2021 Road Fund Budget.

See memo for details.

11b. Road Department – *Resolution to Authorize the Purchase of Single Tungsten Carbide Inserted Grader Blades, Wing Plow Blades, and Wing Plow Shoes*

This resolution authorizes the purchase of single tungsten carbide inserted grader blades, wing plow blades, and plow shoes for underbody plow blades and on the side wing plows for winter and gravel road maintenance.

Bids were solicited and received from the following:

Heights Machinery Inc. 8434 East M-72 Williamsburg, MI 49690 for Tungsten insert grader blades at \$148 per each grader blade.

Winter Equipment Company Inc. 1900 Joseph Lloyd Parkway Willoughby, OH 44094 for Heat-treated wing plow blades at \$76.66 per each wing plow blade.

Winter Equipment Company Inc. 1900 Joseph Lloyd Parkway Willoughby, OH 44094 for Wing plow shoe at \$125.48 per each Wing plow shoe.

See memo for details.

12a. Human Resources – *Resolution to Approve Generic Service Credit Purchase for County Employee: Chadwick Phillips*

This resolution approves two years of MERS generic service credit purchase by the employee. No cost to the County.

See memo for details.

12b. Human Resources – *Resolution to Approve Ingham County Employees' Association – Professional County Employees Unit Reclassification Requests*

This resolution approves reclassification of ICEA – Professional County Employees Unit positions.

See memo for details.

13a. Controller/Administrator - *Ingham County 2022 General Appropriations Resolution*

This resolution is the 2022 Appropriations Resolution, which will adopt the 2022 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget hearing held on September 8, 2021.

13b. Controller's Office – *Resolution Approving a Statement of Work Under the Master Services Agreement Between LynxDx, Inc. and Ingham County for Employee COVID-19 Testing*

The COVID-19 testing policy for non-COVID-19 vaccinated Ingham County employees takes effect on November 1, 2021. As a mandated employer requirement, Ingham County is required to pay for COVID-19 testing for unvaccinated employees. LynxDx has provided a Statement of Work under the Master Services Agreement with Ingham County to provide testing. The cost will be \$40 per SARS-CoV-2 test with a one-time setup fee of \$5,000 for a custom web portal. Funding for the testing and web portal will be through American Rescue Plan Act funds.

13c. Controller's Office – *Resolution to Utilize American Rescue Plan Funds to Fund an Apprenticeship Program through Opportunity Knox Professional Apprenticeship Program*

This resolution approves \$500,000 to Opportunity Knox Professional Apprenticeship Program for construction-related apprenticeships. Opportunity Knox provides apprenticeships to over 120 Ingham County residents each year. The funding would be through the First Tranche ARP funds for the following:

• Supportive Services	\$300,000
○ Tuition, tools, clothing, iPad/tablet, childcare assistance, etc.	
• Additional Personnel	\$110,000
○ FT career coach, FT instructor, PT administrative assistant	
• Construction Equipment for Onsite Lab at Otto Middle School	\$60,000
○ Welding equipment, construction equipment, CRM database, etc.	
• Certification Funding	\$30,000
• TOTAL	\$500,000

See memo and presentation for details.

Agenda Item 1

TO: Board of Commissioners Finance & Law & Courts Committees

FROM: Robert Earle, Captain

DATE: October 4, 2021

SUBJECT: Inmate Programming, Body Connection Yoga Services Agreement Extension
For the meeting agendas of October 14 and 20

BACKGROUND

Body Connection Yoga, hereafter “BCY,” and Ingham County on behalf of the Sheriff’s Office, hereafter Sheriff’s Office, entered twenty (20) month agreements for both male and female inmates in the Ingham County Jail with Yoga classes based on the Trauma Centered Yoga Program which expire on December 31, 2021. The agreement contained a one (1) year options for service extension. It is the mutual intent of BCY and the Sheriff’s Office to observe a one-year contract extension option for contracted service, for the period of January 1, 2022 through December 31, 2022.

ALTERNATIVES

The alternative would be to endure the RFP process which is not desired in light of the operational demands of the current health crisis and Justice Complex design/build project management.

FINANCIAL IMPACT

Costs to the county will remain status quo as outlined in the agreement. The agreement language remains unchanged.

OTHER CONSIDERATIONS

Providing Trauma Centered Yoga has been well received by Sheriff Staff and those incarcerated. Participation in the program continues to be high.

RECOMMENDATION

Based on the information presented, and on behalf of Sheriff Scott Wriggelsworth, I respectfully recommend approval of the attached resolution to support a contract extension with Body Connection Yoga.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT EXTENSION WITH BODY CONNECTON YOGA
FOR TRAUMA CENTERED YOGA AT THE INGHAM COUNTY JAIL**

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

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

WHEREAS, on November 27, 2018 the Board of Commissioners adopted a Resolution #18-497 that included approximately \$99,000/year to fund several Ingham County Sheriff’s Office coordinated programs that include Trauma Centered Yoga; and

WHEREAS, on March 24, 2020 the Board of Commissioners adopted a Resolution 20-143 to provided Yoga services to incarcerated males and females in the Ingham County Correctional Facility as outlined in the agreement; and

WHEREAS, the following provider has a current contract for services expiring December 31, 2021:

Trauma Centered Yoga provided by **Deb Hart Body Connection Yoga,**
Deb Hartnagle: debhart9@gmail.com, (517)-980-0334
County vendor # **40495**; and

WHEREAS, the vendor agreement offers an additional one (1) year option for service extension.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$15,600/year with Deb Hart Body Connection Yoga for services for the period of January 1, 2022 through December 31, 2022.

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

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2022 budget.

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

Agenda Item 2

TO: Board of Commissioners Law and Courts and Finance Committees
FROM: Mary Sabaj, CCAB Manager
DATE: October 5, 2021

SUBJECT: Resolution to Authorize Additional Justice Millage Programming Funds for Indigent Electronic Monitoring (EM) Users to Maintain Services Through December 31, 2021 And to Provide Notice to Judicial Services Group, Ltd. (JSG) That Additional Funds Are Available

BACKGROUND

Resolution #19-393, approved September 24, 2019, authorized the current contract with JSG Monitoring for indigent user electronic monitoring (EM) services. To fund FY 2021 indigent EM services, Resolution #20-589 approved \$70,000 in Justice Millage Programming Funds and Resolution #21-217, approved an additional \$230,000 on April 13, 2021. Due to the continued impact of COVID-19, EM utilization remains high, with current available funding exhausted in October 2021. EM utilization is projected to continue at the current level through the remainder of 2021, requiring an additional \$120,000 to maintain services through December 31, 2021, for an overall 2021 total of \$420,000. Pursuant to the terms of the current JSG contract, written notice can be provided, as additional funds are made available.

ALTERNATIVES

When current funding runs out, the only available option for EM services is client-pay, which will reduce or preclude access to services.

FINANCIAL IMPACT

The proposed additional \$120,000 for indigent EM funds, to maintain services through December 31, 2021, are available from unspent Justice Millage funds.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

EM continues to be an essential evidence-based resource during the ongoing COVID-19 crisis and has proven to be an effective and cost-efficient option for monitoring appropriate offenders in the community. The cost of EM services is \$5.50 to \$10 per day compared to \$97.19 per day for a jail bed. The overall Ingham County JSG EM compliance rate for January through September is 98.7% and the compliance rate for just indigent users is 98.1%, both exceeding the National Compliance Rate of 93-94%.

Adequate indigent EM resources will continue to be needed as an alternative to jail for those unable to pay for services. It is expected that the increased need for EM resources, to provide services for users with reduced hours, lay-offs, and lost employment due to the pandemic will continue through 2021.

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADDITIONAL JUSTICE MILLAGE PROGRAMMING FUNDS
FOR INDIGENT ELECTRONIC MONITORING USERS TO MAINTAIN SERVICES THROUGH
DECEMBER 31, 2021 AND TO PROVIDE NOTICE TO JUDICIAL SERVICES GROUP, LTD. THAT
ADDITIONAL FUNDS ARE AVAILABLE**

WHEREAS, Resolution #19-393 adopted September 24, 2019 by the Board of Commissioners authorized entering a contract with JSG to provide electronic monitoring (EM) services for indigent users for an initial three-year performance period effective December 1, 2019 through December 1, 2022 followed by two one-year automatic renewal periods not to exceed December 31, 2024; and

WHEREAS, this contract provides that upon exhaustion of the annual budgeted and subsequently approved additional funds during any given year, JSG is required to cease performing services for the remainder of the year, unless or until JSG is notified in writing that additional funding is available to continue services for indigent users; and

WHEREAS, Board of Commissioners Resolution #20-589 adopted December 8, 2020 approved \$70,000 and Resolution #21-217 adopted April 13, 2021 approved an additional \$230,000 in Justice Millage Programming funds for 2021 indigent EM services; and

WHEREAS, the on-going impact of COVID-19 continues to result in high utilization of EM services, exhausting the available Justice Millage funds in October of 2021; and

WHEREAS, EM has proven to be both effective and cost-efficient; and

WHEREAS, additional EM funding up to \$120,000 from unspent Justice Millage programming funds is now needed to ensure that services continue through December 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes additional funds in an amount not to exceed \$120,000, for an overall 2021 total of \$420,000 and authorizes providing JSG written notice that additional funds amounting to \$120,000 are available for EM services through December 31, 2021.

BE IT FURTHER RESOLVED, that these supplemental funds will come from unspent Justice Millage Programming funds.

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

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

Agenda Item 3

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Barbara Davidson, 9-1-1 Director
DATE: October 4, 2021
SUBJECT: Renewal of agreement and services with National Testing Network (NTN)
For meeting agendas of Law & Courts October 14, 2021 and October 20, 2021

BACKGROUND

This request is for the renewal of an agreement with National Testing Network (NTN) for the purposes of testing applicants for 9-1-1 Dispatcher.

ALTERNATIVES

We have researched alternatives but are satisfied with the level of responsiveness from NTN, content of their testing materials, quick turnaround time for scoring and competitive pricing.

FINANCIAL IMPACT

The costs include an ECOMM National Annual Membership fee of \$1,000 and a cost of \$46.00 per applicant tested. We are estimating a need to test 500 applicants during 2022 which brings our cost and requested authorization in the Resolution to \$24,000.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to renew our agreement with National Testing Network (NTN).

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE RENEWAL OF SERVICES WITH
NATIONAL TESTING NETWORK FOR 2022**

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, Ingham County Central Dispatch is requesting a renewal of an agreement for applicant testing services with National Testing Network (NTN); and

WHEREAS, Ingham County Central Dispatch needs to continue testing dispatcher applicants virtually to allow for social distancing and to allow more distant, qualified applicants to complete initial screening testing without travel here to test; and

WHEREAS, the costs for their testing services is an annual fee of \$1,000.00 and \$46.00 per applicant tested and our estimate is that we will need to test as many as 500 applicants in 2022; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners fund this request from the 9-1-1 Emergency Telephone Dispatch Services fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an expenditure not to exceed \$24,000.00 from the 9-1-1 Emergency Telephone Dispatch Services fund for testing of dispatch applicants.

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

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

Agenda Item 4

TO: Board of Commissioners Law & Courts, Human Services and Finance Committees
FROM: Teri Morton, Deputy Controller
DATE: October 7, 2021
SUBJECT: Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming for 2022 as Authorized by the Justice Millage

For the meeting agendas of October 14, 18, and 20

BACKGROUND

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

Beginning in January 2019, the Board of Commissioners has allocated funding to Community Mental Health, the Community Corrections Department, the Health Department, the Sheriff’s Office and the Pretrial Services Division of Circuit Court to provide programming. In addition, Resolution 21-131 allocated Justice Millage funding for two new Corrections Deputies to assist in facilitating inmate programming and reclassified the Intake/Referral Coordinator to an Inmate Programming Coordinator. Continuation funding for this programming is being requested in 2022.

ALTERNATIVES

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

FINANCIAL IMPACT

Continuation of current programs will total \$1,796,559, with all costs to be paid from proceeds of the Justice Millage.

The 2022 costs are as follows:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$633,836 to continue to fund three full time mental health therapists to provide mental health therapy, case management services and to coordinate care as well as to increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services. Also funded is a full time Program Manager to assist in the direct management of Jail Re-entry; inclusion in the Ingham County Health Department Medication Assisted Treatment (MAT) program; and to manage Jail Diversion activities, both of which include community liaison and development of the services necessary for re-entry purposes.
- Community Mental Health Medication Assisted Treatment (MAT) Peer Recovery Coach: \$71,170 to fund a Peer Recovery Coach to work with inmates involved in the MAT program (managed by the Ingham County Health Department) and inmates identified as high risk by the CATS therapists to provide intensive community support for MAT and other clients.

- Community Based Programs: \$475,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change.
- Ingham County Health Department Pathways to Care Program: \$89,228 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid and other substance use disorders.
- Ingham County Sheriff's Office/Jail Programming: \$128,400 to fund inmate initiatives, seeking safety, break out, trauma centered yoga, restorative justice, re-entry programming and parenting.
- Ingham County Sheriff's Office: \$223,058 to fund two Corrections Deputies to assist in facilitating inmate programming and a portion of the Inmate Programming Coordinator.
- Circuit Court/Pretrial Services: \$175,267 to fund a Pretrial Services Clerk and a Pretrial Services Investigator.

Additional information on these requests are attached to this memo.

There are two notable change in this year's requests. Last year, CMH request only three months of funding for the MAT Peer Recovery Coach. This was to cover the remaining costs for 2021 once a grant had expired. In 2022, a full year of funding is requested, as grant funding is not available.

The bigger change is the substantial increase in request for electronic monitoring. In 2021, \$70,000 was requested, and for 2022, the request is for \$400,000. Although the initial 2021 allocation was for \$70,000, an additional \$230,000 was allocated to address increased utilization related to the COVID-19 pandemic, and an additional \$120,000 is being requested at this round of committee meetings. It is expected that utilization will remain high in 2022, while the court system works through its backlog of cases, and the effects of the pandemic on the justice system and the economy continue into 2022.

The projected Justice Millage revenue for 2022 is around \$7.1 million. The 2022 debt service payment is \$4,468,250, leaving over \$2.6 million available for other expenditures, including the 2022 recommended programming allocation detailed above. Unspent funds will remain in the millage fund balance to be used as a possible construction contingency for the Justice Complex and for future consideration by the Board of Commissioners for a reduction to the millage rate.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

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

RECOMMENDATION

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

Request for Continuation of Justice Millage Funding for CATS Y22.

Community Mental Health Correctional Assessment and Treatment Services (CATS): \$633,836 to continue to fund three full time mental health therapists to provide mental health therapy (individual/group), case management services and to coordinate care as well as to increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services. Also funded is a full time Program Manager to assist in the direct management of Jail Re-entry; inclusion in the Ingham County Health Department Medication Assisted Treatment (MAT) program; and to manage Jail Diversion activities, both of which include community liaison and development of the services necessary for re-entry purposes. Please see separate request for an additional funding request of \$71,170 to support the current MAT Peer Recovery Coach.

PROGRAM BUDGET - COST DETAIL SCHEDULE

ATTACHMENT B.2

Use **WHOLE DOLLARS** Only

PROGRAM		BUDGET PERIOD		DATE PREPARED
CATS Jails Mileage		From: 1/1/2021	To: 12/31/2021	10/7/2021
CONTRACTOR NAME CMHA of Clinton-Eaton-Ingham Counties		BUDGET AGREEMENT <input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> AMENDMENT		AMENDMENT #
				GRANT COVERED COST
1. SALARY & WAGES:				
POSITION DESCRIPTION	COMMENTS	POSITIONS REQUIRED	TOTAL SALARY	
MENTAL HLTH THERAPIST	\$ 58,088	1.000	\$ 58,088	
MENTAL HLTH THERAPIST	\$ 58,088	1.000	\$ 58,088	
MENTAL HLTH THERAPIST	\$ 52,918	1.000	\$ 52,918	
NURSE CARE MANAGER	\$ 70,937	1.000	\$ 70,937	
SECRETARY	\$ 43,228	1.000	\$ 43,228	
COORDINATOR 2A	\$ 76,694	1.000	\$ 76,694	
1. TOTAL SALARY & WAGES:		6.000	\$ 359,953	
2. FRINGE BENEFITS: (Specify)		Composite Rate %		
<input checked="" type="checkbox"/> FICA	<input checked="" type="checkbox"/> LIFE INS	<input checked="" type="checkbox"/> DENTAL INS	47.00%	\$ 169,178
<input checked="" type="checkbox"/> UNEMPLOY INS	<input checked="" type="checkbox"/> VISION	<input checked="" type="checkbox"/> WORK COMP	7.65%	
<input checked="" type="checkbox"/> RETIREMENT	<input checked="" type="checkbox"/> HEARING INS			
<input checked="" type="checkbox"/> HOSPITAL INS	<input type="checkbox"/> OTHER:specify-			
		2. TOTAL FRINGE BENEFITS:	\$ 169,178	
3. TRAVEL: (Specify if category exceeds 10% of Total Expenditures)				
Travel				\$ 1,200
Conferences				\$ 5,500
3. TOTAL TRAVEL:				\$ 6,700
4. SUPPLIES & MATERIALS: (Specify if category exceeds 10% of Total Expenditures)				
Supplies				\$ 1,000
4. TOTAL SUPPLIES & MATERIALS:				\$ 1,000
5. CONTRACTUAL: (Subcontracts/Subrecipients)				
<u>Name</u>	<u>Address</u>	<u>Amount</u>		
5. TOTAL CONTRACTUAL:				\$ -
6. EQUIPMENT: (Specify)				
<u>Amount</u>				\$ -
6. TOTAL EQUIPMENT:				\$ -
7. OTHER EXPENSES: (Specify if category exceeds 10% of Total Expenditures)				
<u>Amount</u>				
Communication:	JAIL PHONES	\$ 2,200	\$ 2,200	
			\$ -	
			\$ -	
			\$ -	
SPACE:			\$ -	
Licensing	LICENSING FEES	\$ 600	\$ 700	
OTHER:	PROGRAM STAFF TRAINING	\$ 1,000	\$ 1,200	
			\$ -	
			\$ -	
			\$ -	
7. TOTAL OTHER EXPENSES:				\$ 3,800
8. TOTAL DIRECT EXPENDITURES: (Sum of Totals 1-7)		8. TOTAL DIRECT EXPENDITURES:		\$ 540,631
9. INDIRECT COST CALCULATIONS:				
	Rate #1 Base \$	9.28%	x Rate \$	540,631 = \$ 50,171
	Rate #2 Base \$	7.96%	x Rate \$	540,631 = \$ 43,034
9. TOTAL INDIRECT EXPENDITURES:				\$ 93,205
10. TOTAL ALL EXPENDITURES: (Sum of lines 8-9)				\$ 633,836

**Request for Additional Funding Post Bureau of Justice Building Bridges Grant
Ending (December 31, 2021)**

The Ingham County Health Department wrote for and received funding from the Bureau of Justice Building Bridges endeavor to add one full time Peer Recovery Coach in the Ingham County Jail. The Building Bridges Workgroup felt this was the best use of the extra funding. The funding was subcontracted to CMHA-CEI/CATS program. This funding is available March 1, 2020 – December 31, 2021.

The Recovery Coach will work with inmates involved in the Medication Assisted Management program (managed by ICHD) and inmates identified as high risk by the CATS therapists. CATS had one Full Time Recovery Coach with a consistent caseload of 40 plus individuals. Because of this CATS has only able to focus on the high priority population upon release from jail. The addition of the BJA Recovery Coach (RC) has allowed CATS to focus on providing intensive community support for MAT as well as other clients who would benefit from RC services.

Per the Substance Abuse and Mental Health Services Administration (SAMHSA), a Recovery Coach focused on Medication Assisted Treatment focuses on:

1. Holistic wellness. A PRSS program within an OTP promotes holistic wellness and offers recovery and life skills support.
2. Guidance. PRSS provide venues to advocacy, role modeling, and peer coaching, and provides direction and assistance in practical problem solving.
3. Stigma reduction. PRSS programs serve to reduce the stigma of medication-assisted treatment and recovery. Through education and advocacy, peer leaders raise awareness and understanding of addiction, treatment and recovery, not only individuals enrolled in an OTP but also for the client's family and the community. Engagement and empowerment. MAR PRSS providers demonstrate the authenticity of lived experience, and often have greater credibility with individuals in treatment and recovery. This can result in greater engagement and empowerment, as individuals relate through shared experiences and become confident in making good and informed decisions for themselves.
4. Hope. Being in contact with a successful peer role model is helpful to individuals enrolled in an OTP in seeing that they, too, are capable of achieving recovery. Peer providers are role models and provide living examples and hope that recovery can and does happen within a MAT environment.
5. Buy-in. More targeted research is needed in order to move PRSS from practice-based evidence to evidence-based practice. The ability to measure positive individual and program outcomes will result in increased buy-in from treatment professionals, policymakers, funders, and other stakeholders.
6. Workforce Expansion. PRSS providers can improve the client to staff ratio and allow clinicians to provide greater attention to MAT patients. Peer providers can also offer services outside of clinical settings, in various recovery community locations. Over time, individuals accessing MAR PRSS.

This position is currently funded by the BJA grant. Upon the contract's end (December, 2021), CMHA-CEI is requesting the position be continued with the Justice Complex Millage.

PROGRAM BUDGET - COST DETAIL SCHEDULE

ATTACHMENT B.2

Use WHOLE DOLLARS Only

PROGRAM		BUDGET PERIOD		DATE PREPARED
Ingham Co Bureau of Justice		From: 1/1/2022	To: 12/31/2022	10/7/2021
CONTRACTOR NAME		BUDGET AGREEMENT		AMENDMENT #
CMHA of Clinton-Eaton-Ingham Counties		<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> AMENDMENT		
				GRANT COVERED COST
1. SALARY & WAGES:			POSITIONS REQUIRED	TOTAL SALARY
POSITION DESCRIPTION	COMMENTS			
Peer Recovery Coach			1.000	\$ 41,015
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
1. TOTAL SALARY & WAGES:			1.000	\$ 41,015
2. FRINGE BENEFITS: (Specify)				
<input checked="" type="checkbox"/> FICA	<input checked="" type="checkbox"/> LIFE INS	<input checked="" type="checkbox"/> DENTAL INS	Composite Rate %	
<input checked="" type="checkbox"/> UNEMPLOY INS	<input checked="" type="checkbox"/> VISION	<input checked="" type="checkbox"/> WORK COMP	48.00%	\$ 19,687
<input checked="" type="checkbox"/> RETIREMENT	<input checked="" type="checkbox"/> HEARING INS		7.65%	
<input checked="" type="checkbox"/> HOSPITAL INS	<input type="checkbox"/> OTHER:specify-			
2. TOTAL FRINGE BENEFITS:				\$ 19,687
3. TRAVEL: (Specify if category exceeds 10% of Total Expenditures)				
			3. TOTAL TRAVEL:	\$ -
4. SUPPLIES & MATERIALS: (Specify if category exceeds 10% of Total Expenditures)				
			4. TOTAL SUPPLIES & MATERIALS:	\$ -
5. CONTRACTUAL: (Subcontracts/Subrecipients)				
<u>Name</u>	<u>Address</u>	<u>Amount</u>		
			5. TOTAL CONTRACTUAL:	\$ -
6. EQUIPMENT: (Specify)				
			6. TOTAL EQUIPMENT:	\$ -
7. OTHER EXPENSES: (Specify if category exceeds 10% of Total Expenditures)				
			Amount	
Communication:				\$ -
				\$ -
				\$ -
SPACE:				\$ -
Licensing				
OTHER: Bus Passes			\$ 3,000	\$ 3,000
Special Consumer Needs			\$ 998	\$ 998
				\$ -
				\$ -
7. TOTAL OTHER EXPENSES:				\$ 3,998
8. TOTAL DIRECT EXPENDITURES: (Sum of Totals 1-7)		8. TOTAL DIRECT EXPENDITURES:		\$ 64,700
9. INDIRECT COST CALCULATIONS:				
Rate #1 Base \$	10.00%	x Rate	\$ 64,700	\$ 6,470
Rate #2 Base \$		x Rate	\$ 64,700	\$ -
9. TOTAL INDIRECT EXPENDITURES:				\$ 6,470
10. TOTAL ALL EXPENDITURES: (Sum of lines 8-9)				\$ 71,170

COMMUNITY CORRECTIONS - COMMUNITY BASED PROGRAMMING

2022 JUSTICE COMPLEX MILLAGE PROPOSAL

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

Electronic Monitoring: \$400,000

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

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

Judicial Services Group, Ltd. (JSG) utilizes a variety of monitoring devices that can provide a broad range of supervision parameters based on the individual user. Locally, EM is used in pretrial and probation supervision, as an alternative to incarceration under the Sheriff’s jurisdiction, and saves jail staff that would otherwise be used for hospitalized inmates. In 2020 and 2021, EM utilization increased significantly, due to the COVID-19 pandemic. EM has proven to be an efficient and effective resource to assist with reducing the jail population by providing county funded indigent services to appropriate users who can be diverted from the jail and to self-pay clients who lost employment or had their hours reduced due to COVID-19.

Substance Abuse Assessments and Psychological Evaluations \$5,000

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

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

Day Reporting: **\$52,000**

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

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

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

MRT – Cognitive Behavioral Change **\$18,600**

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

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

TOTAL **\$475,600**

Submitted by Community Corrections: October 7, 2021

Jail Programming - Justice Millage Budget - 2022

Program Provider/Expense Title	Budget	Program Description
Program Coordinator - Supplies and Discretionary Expenses	\$5,000	Inmate Initiatives - Garden, Employment assistance, Training/Educational DVDs, and other program facilitation discretionary funds
Program Coordinator – Technology upgrades	\$5,000	Inmate Initiatives – Due to COVID precautions and protocols, video conferencing and virtual meetings for programming are becoming the norm. Technology upgrades to include, but not limited to video conferencing equipment.
Body Connection Yoga	\$15,600	Trauma Centered Yoga - is provided to male and female felony offenders, on a voluntary basis, by a certified trauma informed yoga instructor.
TBD – To be put out for RFP	\$17,600	Seeking Safety (26-week program)- helps people attain safety from trauma and/or substance abuse through teaching reflective thinking and coping skills. Sessions are conducted in group settings as well as one-on-one. This program is complimented by Trauma Centered Yoga.
TBD – To be put out for RFP	\$35,200	Break Out (10-week program) - is based on Moral Reconciliation Therapy (MRT) which is a form of cognitive-behavioral programming designed for male and female criminal justice offenders. Jail Re-Entry Planning and Life Skills offers clients the opportunity to establish short term achievable goals, identify personal strengths and overcome projected barriers to success.
TBD – To be put out for RFP	\$10,000	Re-Entry Program (new) – Targeted programming to address recidivism and the causes of re-incarceration among larger inmate population. Participants will attend one (1) or multiple topic seminars aimed to reduce recidivism, in addition to addressing economic, health and social obstacles. Target audience of inmates that are incarcerated less than 30 days at ICJ.
Currently: "It Takes A Village Educational Consulting, LLC"	\$20,000	Restorative Justice (15-30-week program) - Offers participants a chance to take accountability and repair the harm done by their crimes, while teaching mediation, conflict resolution, and problem solving. Participants can earn certificates for being trained in mediation.

Currently Life Launch Institute, LLC	\$20,000	Parenting -This program includes instructions to: <ul style="list-style-type: none"> • Promote children’s development, • Improve child/parent attachment, • Improve child/parent communication skills, • Enhance self-esteem of participants, • Improve child/parent social control, and • Reduce aggressive behaviors by children and their caregivers.
TOTAL:	\$128,400	

JUSTICE MILLAGE
30TH CIRCUIT COURT PRETRIAL SERVICES PROGRAM
2022 REQUESTS

<u>PRETRIAL SERVICES PROGRAM REQUESTS:</u>	<u>ANNUAL COST</u>
---	---------------------------

Funding for the Professional Development & Training:	\$3,950
---	---------

- Annual NAPSA Membership
 - \$75 per Pretrial Staff Member (6) = \$450
- Annual NAPSA Conference:
 - \$1,500 [Travel / Lodging / Meals] per Employee
(2) Employees per Year = \$3,000
- Miscellaneous Pretrial Training – Regional:
 - \$500

CATA – Adult 10 Ride-Card/ Indigent Client Assistance:	\$1,250
---	---------

- 125 Adult 10 Ride-Cards x \$10 Each

ADAM – Alcohol & Drug Testing / Indigent Client Assistance:	\$4,032
--	---------

- Average Referrals per Year = 140
 - 20% Indigent Clients / Financial Need = 28 Clients [Estimated]
- 1X per Week Testing = \$12
- (3) Month Testing Period = 12 Weeks

- $140 \times .20 = 28$ (Indigent Clients) / 28×12 (12 Weeks Testing) $\times \$12$
(Cost per Test) = \$4,032

MOBILE PHONES - OFF SITE COMMUNICATION WITH DEFENDANTS	\$8,394
---	---------

- (6) iPhone 13 Pro = \$5,994 (one-time cost)
- Plan to cover 6 phones per month = \$200 x 12 = \$2400

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE POSITIONS, CONTRACTS, AND OTHER EXPENSES
TO INCREASE TREATMENT PROGRAMMING FOR 2022 AS AUTHORIZED
BY THE JUSTICE MILLAGE**

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

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

WHEREAS, beginning in January 2019, the Board of Commissioners has allocated funding to Community Mental Health, the Community Corrections Department, the Health Department, the Sheriff’s Office and the Pretrial Services Division of Circuit Court to provide such programming; and

WHEREAS, Resolution 21-131 allocated Justice Millage funding for two new Corrections Deputies to assist in facilitating inmate programming and reclassified the Intake/Referral Coordinator to an Inmate Programming Coordinator; and

WHEREAS, organizations receiving funding in 2021 have requested continuation funding for 2022; and

WHEREAS, a substantial increase in the request for electronic monitoring has been made reflecting the expected continued increase in usage due to the COVID-19 pandemic.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a 2022 budget of up to \$1,796,559 from the Justice Millage to continue the following treatment programs:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): \$633,836 to continue to fund three full time mental health therapists to provide mental health therapy, case management services and to coordinate care as well as to increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services. Also funded is a full time Program Manager to assist in the direct management of Jail Re-entry; inclusion in the Ingham County Health Department Medication Assisted Treatment (MAT) program; and to manage Jail Diversion activities, both of which include community liaison and development of the services necessary for re-entry purposes.
- Community Mental Health Medication Assisted Treatment (MAT) Peer Recovery Coach: \$71,170 to fund a Peer Recovery Coach to work with inmates involved in the MAT program (managed by the Ingham County Health Department) and inmates identified as high risk by the CATS therapists to provide intensive community support for MAT and other clients.
- Community Based Programs: \$475,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change.

- Ingham County Health Department Pathways to Care Program: \$89,228 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid and other substance use disorders.
- Ingham County Sheriff's Office/Jail Programming: \$128,400 to fund inmate initiatives, seeking safety, break out, trauma centered yoga, restorative justice, re-entry programming and parenting.
- Ingham County Sheriff's Office: \$223,058 to fund two Corrections Deputies to assist in facilitating inmate programming and a portion of the Inmate Programming Coordinator.
- Circuit Court/Pretrial Services: \$175,267 to fund a Pretrial Services Clerk and a Pretrial Services Investigator.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$633,836 with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for Community Mental Health Correctional Assessment and Treatment Services for the period of January 1, 2022 through December 31, 2022.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed \$71,170 with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for Medication Assisted Treatment Peer Recovery Coach Services for the period of January 1, 2022 through December 31, 2022.

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

BE IT FURTHER RESOLVED, that staff will present reports in July 2022 providing information about achievements and effectiveness of this programming.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2022 budget consistent with this resolution.

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

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE 2021 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 2021 is hereby approved.

INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2021

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

1 Taxing Authorities	2 2021 Real and Personal Taxable Value	Millages			6 Purpose
		3 Separate or Allocated	4 Operating	5 Bldg./Site/Debt	
State Education Tax	8,694,805,190	6.0000			
County Operating	8,736,981,372	6.7479			
Indigent Veterans Relief Fund	8,736,981,372	0.0328			
Animal Control	8,736,981,372		0.2393		
Public Transportation	8,736,981,372		0.5988		
Emergency 911	8,736,981,372		0.8483		
Parks & Trails	8,736,981,372		0.4986		
Juvenile Justice	8,736,981,372		0.5983		
Potter Park Zoo	8,736,981,372		0.4986		
Farmland Preservation	8,736,981,372		0.1395		
Jail/Justice	8,736,981,372		0.8476		
Health Services	8,736,981,372		0.6281		
Elder Care	8,736,981,372		0.2994		
TOWNSHIPS:					
Alatedon Township	234,710,268	0.8314		.5000	Fire
Aurelius Township	163,870,760	0.8200			
Bunker Hill Township	89,612,230	0.9868			
Delhi Charter Township	864,155,295		4.2641	4.4565	Fire, Police, EMT Equip, Trails
Ingham Township	86,596,430	0.9730			
Lansing Charter Township	329,699,263			0.4857	Sidewalk
Leroy Township	140,613,221	0.8062			Senior Center
Leslie Township	103,124,106	0.9997		.8892	Fire
Locke Township	83,350,286	0.9890			
Meridian Charter Township	1,914,507,053		4.1578	6.4921	Comm Serv, Bike Path, Fire, Police, Parks,Roads,CATA
Onondaga Township	95,006,328	0.9634			
Stockbridge Township	252,587,329	0.7810			
Vevay Township	143,508,475	0.9952			
Wheatfield Township	83,714,976	0.9765	0.2473		Senior Center
White Oak Township	79,152,615	0.9915			
Williamstown Township	272,124,518	0.9775			

**INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2021**

L-4402

7 Taxing Authorities	8 2021 Real & Personal Taxable Value	9 2021 Total Tax Rates	10 DOLLARS OF AD VALOREM TAXES LEVIED
CITIES:			
East Lansing	1,059,883,468	16.3552	17,334,606
Lansing	2,381,776,295	19.4400	46,301,731
Lansing-Renaissance Zone	52,463,469	.2600	
Leslie	41,799,254	16.6000	693,868
Mason	247,164,609	15.2500	3,769,260
Williamston	122,488,062	15.1561	1,856,441
Williamston-Ren Zone	(expired)		
Village Rates:			
Dansville	12,315,426	8.2411	101,493
Stockbridge	31,038,194	12.7400	395,427
Webberville	56,648,062	13.2000	747,754

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


CERTIFICATION

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

County of Ingham for the year 2021


Director
Ingham County Equalization

NOTARIZATION

 Notary Public
Jackson Acting in Ingham County, Michigan
State of Michigan)
County of Ingham)
My Commission Expires July 20, 2026
Acting in the County of Ingham
Subscribed before me this 4th day of October 2021

My Commission Expires: 07-20-2026

continued on page 3

**INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2021**

11 Taxing Authorities	12		13	14
	Taxable Value	Operating Tax Rates	2021 Debt Tax Rates	
Capital Area Transportation Authority Delhi Charter Lansing Charter Meridian Charter C-East Lansing (Ingham) C-East Lansing (Clinton County) C-Lansing (Ingham County) C-Lansing (Eaton County)	864,155,295 329,699,263 1,910,468,061 1,059,883,468 139,581,543 2,329,312,826 107,721,988	6,740,822,444	2.9895	
Capital Area District Library Ingham County Eaton County	7,661,263,098 49,777,723	7,711,040,821	1.5528	
Capital Regional Airport Authority Ingham County Eaton County Clinton County	8,728,905,507 107,721,988 9,012,550	8,845,640,045	.6990	
Lansing Township Downtown Dev. Authority		127,405,742	1.9174	
East Lansing Downtown Development Authority		155,198,120	1.7007	
Northern Ingham Emergency Services Authority Leroy Locke Wheatfield Williamstown C-Williamston	140,613,221 83,350,286 83,714,976 272,124,518 122,488,062	702,291,063	1.9874	.9937
Stockbridge Area Emergency Services Authority Bunker Hill Stockbridge White Oak Jackson Co. (Waterloo Twp)	89,612,230 252,587,329 79,152,615 136,950,968	558,303,142	1.6000	
Fowlerville District Library Locke Township White Oak Township	819,528 6,802,070	7,621,598	1.3353	

continued on page 4

STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED BY THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF INGHAM FOR THE YEAR 2021

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

L-4402

All Property	1 Non-Homestead	Comm. Personal	2 School District School District Code	3 List Each Twp/City Where Located Separately	4 Taxable Value for Each Township/City	Millages			8 County Use Notes
						5	6 Operating	7 Bldg/Site Sinking Fund	
	8,697,857	-	EATON RAPIDS						
X			23050 Aurelius Twp		28,643,768			7.9851	
	X		23050 Aurelius Twp		2,990,667		17.8669		
			23050 Aurelius Twp		-		5.8669		
X			23050 Delhi Twp		12,545,845			7.9851	
	X		23050 Delhi Twp		1,710,516		17.8669		
			23050 Delhi Twp		-		5.8669		
X			23050 Onondaga Twp		42,947,892			7.9851	
	X		23050 Onondaga Twp		3,996,674		17.8669		
		X	23050 Onondaga Twp		-		5.8669		
1,243,249,387	611,759,675	35,821,200	EAST LANSING						
X			33010 Lansing Charter Twp		249,433			7.7990	
	X		33010 Lansing Charter Twp		249,433		18.0000		
			33010 Lansing Charter Twp		-		6.0000		
X			33010 Meridian Twp		188,570,319			7.7990	
	X		33010 Meridian Twp		49,795,166		18.0000		
		X	33010 Meridian Twp		403,500		6.0000		
X			33010 C-East Lansing		988,666,056			7.7990	
	X		33010 C-East Lansing		507,446,704		18.0000		
		X	33010 C-East Lansing		31,671,700		6.0000		
X			33010 C-Lansing		65,763,579			7.7990	
	X		33010 C-Lansing		54,268,372		18.0000		
		X	33010 C-Lansing		3,746,000		6.0000		

1			2	3	4	Millages		8	
All Property	Non-Homestead	Comm. Personal	School District	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6	7	County Use Notes
							Operating	Bldg/Site Sinking Fund	
2,546,180,283	1,461,849,219	117,033,700	LANSING						
X			33020	Delhi Charter Twp	1,283,933			7.0575	
	X		33020	Delhi Charter Twp	1,024,587		17.4478		
		X	33020	Delhi Charter Twp	202,700		5.4478		
X			33020	Lansing Charter Twp	202,486,685			7.0575	
	X		33020	Lansing Charter Twp	153,242,752		17.4478		
		X	33020	Lansing Charter Twp	16,594,300		5.4478		
X			33020	C-East Lansing	69,828,793			7.0575	
	X		33020	C-East Lansing	61,864,703		17.4478		
		X	33020	C-East Lansing	7,796,600		5.4478		
X			33020	C-Lansing	2,220,117,403			7.0575	
	X		33020	C-Lansing	1,197,874,908		17.4478		
		X	33020	C-Lansing	87,818,900		5.4478		
X			33021	C-Lansing-REZ	52,463,469				Renaissance Zone
	X		33021	C-Lansing-REZ	47,842,269				Renaissance Zone
		X	33021	C-Lansing-REZ	4,621,200				Renaissance Zone
211,494,185	52,538,502	741,385	DANSVILLE						
X			33040	Bunker Hill Twp	36,236,384			7.9922	
	X		33040	Bunker Hill Twp	14,482,611		17.9910		
		X	33040	Bunker Hill Twp	268,600		5.9910		
X			33040	Ingham Twp	86,587,830			7.9922	
	X		33040	Ingham Twp	12,084,233		17.9910		
		X	33040	Ingham Twp	119,600		5.9910		
X			33040	Leroy Twp	6,355,275			7.9922	
	X		33040	Leroy Twp	1,430,974		17.9910		
		X	33040	Leroy Twp	39,285		5.9910		
X			33040	Leslie Twp	1,023,895			7.9922	
	X		33040	Leslie Twp	14,680		17.9910		
			33040	Leslie Twp	-		5.9910		
X			33040	Stockbridge Twp	1,159,197			7.9922	
	X		33040	Stockbridge Twp	101,800		17.9910		
			33040	Stockbridge Twp	-		5.9910		

1			2	3	4	Millages		8	
All Property/	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6	7	County Use Notes
						Operating	Bldg/Site Sinking Fund		
			DANSVILLE continued						
X			33040	Vevay Twp	5,276,178			7.9922	
	X		33040	Vevay Twp	608,951		17.9910		
			33040	Vevay Twp	-		5.9910		
X			33040	Wheatfield Twp	23,133,121			7.9922	
	X		33040	Wheatfield Twp	1,680,329		17.9910		
		X	33040	Wheatfield Twp	27,300		5.9910		
X			33040	White Oak Twp	51,722,305			7.9922	
	X		33040	White Oak Twp	22,134,924		17.9910		
		X	33040	White Oak Twp	286,600		5.9910		
481,471,325	92,467,096	2,126,500	HASLETT						
X			33060	Meridian Charter Twp	440,605,689			10.3012	
	X		33060	Meridian Charter Twp	86,668,944		18.0000		
		X	33060	Meridian Charter Twp	1,918,300		6.0000		
X			33060	Williamstown Twp	39,477,017			10.3012	
	X		33060	Williamstown Twp	4,474,333		18.0000		
		X	33060	Williamstown Twp	143,400		6.0000		
X			33060	C-East Lansing	1,388,619			10.3012	
	X		33060	C-East Lansing	1,323,819		18.0000		
		X	33060	C-East Lansing	64,800		6.0000		

1			2	3	4	Millages		8	
All Property/ 759,256,189	Non- Homestead 202,233,323	Comm. Personal 10,976,777	School District School District Code MASON	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6	7	County Use Notes
						Operating	Bldg/Site Sinking Fund		
X				Ingham Twp	8,600			6.6742	
				Ingham Twp	-		17.9748		
				Ingham Twp	-		5.9748		
X				Leslie Twp	229,332			4.9730	Leslie tr to Mason (5/26/1996)
				Leslie Twp	-		18.0000		
				Leslie Twp	-		6.0000		
X				Alaiedon Twp	135,831,862			6.6742	
	X			Alaiedon Twp	37,758,835		17.9748		
		X		Alaiedon Twp	2,199,400		5.9748		
X				Aurelius Twp	135,226,992			6.6742	
	X			Aurelius Twp	10,444,326		17.9748		
		X		Aurelius Twp	638,900		5.9748		
X				Delhi Charter Twp	77,923,751			6.6742	
	X			Delhi Charter Twp	17,500,463		17.9748		
		X		Delhi Charter Twp	930,100		5.9748		
X				Leslie Twp	4,904,884			6.6742	
	X			Leslie Twp	409,116		17.9748		
		X		Leslie Twp	11,697		5.9748		
X				Onondaga Twp	5,495,582			6.6742	
	X			Onondaga Twp	983,645		17.9748		
				Onondaga Twp	-		5.9748		
X				Vevay Twp	138,232,297			6.6742	
	X			Vevay Twp	30,684,010		17.9748		
		X		Vevay Twp	1,986,600		5.9748		
X				Wheatfield Twp	4,250,570			6.6742	
	X			Wheatfield Twp	359,887		17.9748		
				Wheatfield Twp	-		5.9748		
X				C-Lansing	9,987,710			6.6742	
	X			C-Lansing	9,311,410		17.9748		
				C-Lansing	-		5.9748		

1			2	3	4	Millages		8	
All Property	Non- Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6	7	County Use Notes
							Operating	Bldg/Site Sinking Fund	
			MASON continued						
X			33130 C-Mason		247,164,609			6.6742	
	X		33130 C-Mason		94,781,631		17.9748		
		X	33130 C-Mason		5,210,080		5.9748		
1,424,281,660	501,302,727	35,766,000	OKEMOS						
X			33170 Alaiedon Twp		86,124,123			8.1066	
	X		33170 Alaiedon Twp		60,759,033		17.8795		
		X	33170 Alaiedon Twp		6,491,400		5.8795		
X			33170 Meridian Charter Twp		1,247,659,457			8.1066	
	X		33170 Meridian Charter Twp		414,628,924		17.8795		
		X	33170 Meridian Charter Twp		28,462,400		5.8795		
X			33170 Williamstown Twp		22,291,200			8.1066	
	X		33170 Williamstown Twp		1,118,931		17.8795		
			33170 Williamstown Twp	-			5.8795		
X			33170 C-Lansing		68,206,880			8.1066	
	X		33170 C-Lansing		24,795,839		17.8795		
		X	33170 C-Lansing		812,200		5.8795		
282,904,458	164,720,225	914,600	STOCKBRIDGE						
X			33200 Bunker Hill Twp		15,796,882			3.9000	
	X		33200 Bunker Hill Twp		1,971,620		18.0000		
		X	33200 Bunker Hill Twp		84,000		6.0000		
X			33200 Stockbridge Twp		251,428,132			3.9000	
	X		33200 Stockbridge Twp		156,827,427		18.0000		
		X	33200 Stockbridge Twp		651,900		6.0000		
X			33200 White Oak Twp		15,679,444			3.9000	
	X		33200 White Oak Twp		5,921,178		18.0000		
		X	33200 White Oak Twp		178,700		6.0000		

1			2	3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	Extra Voted		County Use Notes	
						5	6 Operating		7 Bldg/Site Sinking Fund
129,234,788	61,692,451	3,682,700	WAVERLY						
X			33215	Lansing Charter Twp	126,963,145		2.4140	7.4000	
	X		33215	Lansing Charter Twp	61,636,531		15.5806		
		X	33215	Lansing Charter Twp	3,658,600		5.9946	Supp. HH oper all is included	
X			33215	C-Lansing	2,271,643		2.4140	7.4000	
	X		33215	C-Lansing	55,920		15.5806		
		X	33215	C-Lansing	24,100		5.9946	Supp. HH oper all is included	
139,525,766	40,967,866	4,926,863	WEBBERVILLE						
X			33220	Leroy Twp	98,734,653			8.4275	
	X		33220	Leroy Twp	34,828,765		18.0000		
		X	33220	Leroy Twp	4,590,413		6.0000		
X			33220	Locke Twp	35,953,639			8.4275	
	X		33220	Locke Twp	3,530,387		18.0000		
		X	33220	Locke Twp	334,550		6.0000		
X			33220	White Oak Twp	4,837,464			8.4275	
	X		33220	White Oak Twp	2,608,714		18.0000		
		X	33220	White Oak Twp	1,900		6.0000		
305,458,394	63,663,533	4,016,846	WILLIAMSTON						
X			33230	Alaiedon Twp	12,754,283			9.5590	
	X		33230	Alaiedon Twp	2,041,570		17.8380		
		X	33230	Alaiedon Twp	267,500		5.8380		
X			33230	Leroy Twp	35,523,293			9.5590	
	X		33230	Leroy Twp	5,516,474		17.8380		
		X	33230	Leroy Twp	64,116		5.8380		
X			33230	Locke Twp	24,156,093			9.5590	
	X		33230	Locke Twp	2,708,847		17.8380		
			33230	Locke Twp	-		5.8380		

1			2	3	Millages			8	
All Property/	Non-Homestead	Comm. Personal	School District	List Each Twp/City Where Located Separately	4	5	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
			WILLIAMSTON continued						
X			33230	Meridian Charter Twp	37,671,588			9.5590	
	X		33230	Meridian Charter Twp	2,354,305		17.8380		
		X	33230	Meridian Charter Twp	591,200		5.8380		
X			33230	Wheatfield Twp	56,331,285			9.5590	
	X		33230	Wheatfield Twp	7,110,021		17.8380		
		X	33230	Wheatfield Twp	304,400		5.8380		
X			33230	Williamstown Twp	16,533,790			9.5590	
	X		33230	Williamstown Twp	2,553,865		17.8380		
		X	33230	Williamstown Twp	-		5.8380		
X			33230	C-Williamston	122,488,062			9.5590	
	X		33230	C-Williamston	41,378,451		17.8380		
		X	33230	C-Williamston	2,789,630		5.8380		
X			33238	Wheatfield Twp	-			9.5590	
			33238	Wheatfield Twp	-		17.8380		
			33238	Wheatfield Twp	-		5.8380		
X			33239	Wheatfield Twp	-			9.5590	
			33239	Wheatfield Twp	-		17.8380		
			33239	Wheatfield Twp	-		5.8380		
			33233	C-Williamston RZ					Renaissance Zone (expired 2016)
			33233	C-Williamston-RZ					Renaissance Zone (expired 2016)
			33233	C-Williamston-RZ					Renaissance Zone (expired 2016)
1,662,115	260,585	-	NW JACKSON						
X			38140	Leslie Twp	507,955			4.0787	
	X		38140	Leslie Twp	122,722		18.0000		
			38140	Leslie Twp	-		6.0000		
X			38140	Onondaga	1,154,160			4.0787	
	X		38140	Onondaga	137,863		18.0000		
			38140	Onondaga	-		6.0000		
93,577	1,500	-	SPRINGPORT						
X			38150	Onondaga Twp	93,577			6.1000	
	X		38150	Onondaga Twp	1,500		18.0000		
			38150	Onondaga Twp	-		6.0000		

1			2		3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District	School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
7,758,941	1,707,349	-	FOWLerville	47030	Locke Twp	845,539			9.5500	
X				47030	Locke Twp	66,691		18.0000		
	X			47030	Locke Twp	-		6.0000		
				47030	White Oak Twp	6,913,402			9.5500	
X				47030	White Oak Twp	1,640,658		18.0000		
	X			47030	White Oak Twp	-		6.0000		
				47030	White Oak Twp					
8,910,154	616,468	-	MORRICE	78060	Locke Twp	8,910,154			7.0000	
X				78060	Locke Twp	616,468		15.5943		
	X			78060	Locke Twp	-		3.5943		
				78060	Locke Twp					
207,307,372	23,802,342	1,053,000	PERRY	78080	Locke Twp	13,484,861			8.2888	
X				78080	Locke Twp	621,969		17.6144		
	X			78080	Locke Twp	62,800		5.6144		
				78080	Williamstown Twp	193,822,511			8.2888	
X				78080	Williamstown Twp	23,180,373		17.6144		
	X			78080	Williamstown Twp	990,200		5.6144		
				78080	Williamstown Twp					

1		2	3	4	Millages			8
					5	6	7	
		Intermediate School Districts and Community College	List Each Twp/City Where Located Separately	Total Taxable Value	ISD Alloc	Operating	Bldg/Site/Debt	County Use Notes
		Ingham Intermediate School District		9,948,156,910	.1994	6.0386	6.0303	Spec Ed 4.7384 Voc Ed 1.2919
		Clinton	550,929,863					No debt
		Eaton	848,254,783					Lansing Schools do not pay vocational ed.
		Ingham	8,263,556,427					
		Jackson	125,285,581					
		Livingston	117,723,290					
		Shiawassee	8,259,336					
		Washtenaw	34,147,630					
		Eaton Intermediate Schools District		80,389,288	.1779	3.5796	3.5662	Spec Ed 2.6750 Voc Ed .8912
		Aurelius Township	27,536,974					No debt
		Delhi Township	11,542,303					
		Onondaga Township	41,310,011					
		Jackson Intermediate School District	0.5 0.6	1,597,479	.3404	8.3755		Spec Ed .6.2449 Voc Ed 2.1306
		Leslie Twp	506,380					No debt
		Onondaga Twp	1,091,099					
		Livingston Intermedi:	0.85					
		School District	0.35	7,612,636	.0637	3.1678		Spec Ed 3.1678 No Debt
		Locke Twp	834,407					
		White Oak Twp	6,778,229					
		Shiawassee Intermediate School District		37,879,000	.2404	4.1611		Spec Ed 4.1611 No debt
		Locke Twp	21,896,758					
		Williamstown Twp	15,982,242					
		Lansing Community College		12,316,500,113		3.7692		Operating
		Ingham County	8,263,556,427					
		Clinton County	1,688,054,514					
		Eaton County	2,231,482,565					
		Ionia County	6,907,402					
		Livingston County	117,723,290					
		Shiawassee County	8,775,915					

Agenda Item 6a

TO: Board of Commissioners Human Services and Finance Committees
FROM: Lindsey McKeever, Fairgrounds Events Director
DATE: October 5, 2021
SUBJECT: Resolution to authorize an amendment to the contract with Sterle Builders

BACKGROUND

The Fairgrounds is producing Jack O' Lanterns Unleashed in October 2021. The assets need to be disassembled and prepared for storage until the 2022 Show.

ALTERNATIVES

The Fairgrounds could rely on temporary labor.

FINANCIAL IMPACT

Disassembly for Jack 'O Lanterns Unleashed has been budgeted in the 2021 operational budget. The contract will not exceed \$13,500.

STRATEGIC PLANNING IMPACT

This resolution supports the long term objective providing recreational opportunities.

OTHER CONSIDERATIONS

Three companies were asked to supply a proposal for the assembly, Sterle Builders submitted the lowest quote. Because of the intricate details of the assembly, Sterle Builders is now the only qualified company to disassemble the show.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE CONTRACT WITH STERLE BUILDERS

WHEREAS, the Ingham County Board of Commissioners approved Resolution #20-384 authorizing a contract with Debbi Katz Productions to produce a Halloween themed event called Jack O' Lanterns Unleashed at the Fairgrounds; and

WHEREAS, the Ingham County Board of Commissioners approved Resolution #21-410 authorizing a contract with Sterle Builders to assemble the displays; and

WHEREAS, it is necessary to also disassemble the displays and prepare them for storage; and

WHEREAS, the disassembly of the displays requires skilled labor for a period of no more than 14 days; and

WHEREAS, the funds for this contract are included in the Ingham County Fairgrounds operational budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the contract with Sterle Builders in an amount not to exceed \$13,500 for the disassembly of Jack O' Lanterns Unleashed at the Ingham County Fairgrounds.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Lindsey McKeever, Fairgrounds Events Director
DATE: October 6, 2021
SUBJECT: Resolution to Reclassify Fair Secretary Position to Administrative Assistant

BACKGROUND

The Fair Secretary position has been vacant since July, 2021. The position needs to be converted to Administrative Assistant in order to provide greater flexibility of duties, enhance service to the public, and attract better talent.

ALTERNATIVES

Should the position not be converted it would remain the Fair Secretary Position in a UAW E classification.

FINANCIAL IMPACT

Step 5 UAW E costs \$80,962.26 and the Step 5 UAW H costs \$91,451.15. The \$10,488.89 will be absorbed into the Fairgrounds budget.

STRATEGIC PLANNING IMPACT

This resolution supports the long term objective providing recreational opportunities.

OTHER CONSIDERATIONS

If the position is not reclassified the position will not be desirable for the talent level required to maintain proficient operations at the Fairgrounds.

RECOMMENDATION

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

Agenda Item 6b

TO: Lindsey McKeever, Fairgrounds Events Director

FROM: Joan Clous, Human Resources Specialist

DATE: September 30, 2021

RE: Support for Reclassification: Administrative Assistant

Per your request, Human Resources has reviewed the classification titled Secretary - Fair. The position's primary responsibility is to provide administrative support to the fairgrounds.

After analysis, the reclassification has a community of interest with the UAW and is appropriately compensated at a UAW salary range H (\$42,457.97 - \$50,646.74). The title should be changed from Secretary –Fair to Administrative Assistant. The UAW has been notified. They support the reclassification and salary placement.

Please use this memo as acknowledgement of Human Resources' participation and analysis of your proposed classification. You are now ready to complete the next step in the process: contact Budgeting, write a memo of explanation and prepare a resolution for Board approval.

If I can be of further assistance, please email or call me 887-4374.

From: [Joan Clous](#)
To: [Lindsey McKeever](#)
Subject: FW: Fair Secretary JD
Date: Wednesday, October 6, 2021 1:32:33 PM
Attachments: [image002.png](#)
[image004.png](#)

From: Bradley Prehn <BPrehn@ingham.org>
Sent: Friday, October 1, 2021 9:49 AM
To: Joan Clous <JClous@ingham.org>
Subject: Re: Fair Secretary JD

Joan,

The UAW is in support of placing the Fair Secretary at a UAW H.

Thank you

Brad

From: Joan Clous <JClous@ingham.org>
Sent: Thursday, September 30, 2021 12:43 PM
To: Bradley Prehn <BPrehn@ingham.org>
Subject: Fair Secretary JD

Brad,

As discussed earlier today we have placed the Fair Secretary at a UAW H (\$42,457.97 to \$50,646.74), if you agree please respond in the affirmative to this email.

Thanks,
Joan

Joan Clous SHRM-CP
Human Resources Specialist

Ingham County

5303 S. Cedar Bldg 2 Suite 2102

Lansing MI 48911

[517-887-4374](tel:517-887-4374) – Office

[517-930-2075](tel:517-930-2075) - Cell

[517-887-4396](tel:517-887-4396) – Fax



"It is what it is. But, it will be what you make it." ~ Pat Summit

INGHAM COUNTY JOB DESCRIPTION

Administrative Assistant

General Summary:

Under the supervision of the Fairgrounds Events Director provides administrative tasks while assisting with the monitoring of the departmental and Fairgrounds processes and projects. Responsible for recording and processing accounts receivable and accounts payable, and reconciling bank accounts. Composes correspondence and reports for the Director's signature. Serves as coordinator for Fair office functions and as Secretary to the Fair Manager. In addition to responding to inquiries from the public, typing a variety of documents, and maintaining recordkeeping systems, performs a variety of technical and/or administrative tasks requiring thorough knowledge of departmental policies or procedures. Responsible for securing and overseeing contracts with commercial exhibitors and food concessionaires and maintaining records of certificates of insurance on such contracts. Assist with ensuring appropriate actions and deadlines are met.

Essential Functions:

1. Secures commercial exhibitors and food concessionaires for Fair week, types contracts, and collects and verifies rental and other fees, and verifies insurance certificate. Assists Fair Manager in assigning space to concessionaires.
2. Assists the Fairgrounds Events Director by supervising and managing Events. Planning events aspects such as, but not limited to advertising, receiving and reviewing the registration or application, distributing information and policies, ensuring insurance level meets the requirements and issuing invoices and collecting payments in a timely manner.
3. Opens up exhibitors' buildings daily during fair and performs a daily check on exhibitors and concessionaires. Investigates and follows-up on complaints pertaining to exhibitors and concessionaires.
4. Assists with the department's budget process. Monitors expenditures and advises management regarding funding allocations and works closely with the Fairgrounds Events Director to identify alternate funding sources. Oversees and prepares journal entries to adjust the general ledger as needed.
5. Screens and prioritizes incoming visitors and telephone calls. Responds to general questions regarding departmental processes and projects. Handles initial complaints and problems.
6. Prepares and processes off-season lease contracts, includes preparing building schedule for special needs for the maintenance personnel. Collects and verifies rental fees and insurance certificates.
7. Processes accounts receivable on contracts, rental payments and other revenues from commercial exhibitors, concessionaires, off-season leases, winter storage, and community hall. Prepares transmittals for the Treasurer, reviews print-outs to ensure balancing, and reconciles with Treasurer's statements.
8. Prepares monthly invoices and utilities statements and presents to the Fair Board for approval.
9. Oversees the employment of ticket sales staff for Fair Week, includes preparing, mailing, and posting hiring notices, reviewing applications, setting up employee meetings, verifying correct wages, preparing time cards and Personnel Action Requests for payroll information, and various other documentation. Trains and leads ticket sellers and ticket takers, prepares daily cash boxes, and balances cash boxes out at end of each shift.
10. Provides work direction and leads temporary clerical staff and trains in data entry and answering telephones. Assists temporary staff in processing open class and 4-H entries, preparing judging books, printing judging sheets, and entering results from judges.
11. Maintains various accounting records during Fair Week, including accounting records of each event and daily admissions records.

12. Coordinates youth and open class entries including but not limited to preparing packets with wristbands, entry tags, and season passes, preparing judging books, printing judging sheets and entering results from judges.
13. Leads staff or volunteer who coordinates the Ingham County Fair Youth Livestock Auction by preparing the show bill, contacting buyers, coordinating mailings and other advertising, invoicing buyers after the sale, informing youth who purchased their animal or still life project and other data entry as required.
14. Obtains, verifies, and maintains files for certificates of insurance for commercial exhibitors, concessionaires, off-season leases, winter storage, and other leases and independent contracts.
15. Prepares and processes off-season lease contracts, includes preparing building schedule for special needs for the maintenance personnel. Collects and verifies rental fees and insurance certificate.
16. Coordinates 4-H entries, including scheduling times for 4-H leaders to bring in entries and preparing 4-H packets with wristbands, season passes, camping permits, and vehicle permits.
17. Sells special events tickets, fair season passes, camping stickers and other passes.
18. Updates and distributes premium books, accepts exhibitors' entries and appropriate payments. Proofs Fair Book.

Other Functions:

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to confidentiality and other privacy issues.

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

Employment Qualifications:

Education: High school graduation or equivalent, prefer some advanced coursework in data processing, accounting, and related areas.

Experience: One year of office experience including accounting/bookkeeping and computer operation.

Other Requirements:

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

Working Conditions:

1. This position works in both an indoor and outdoor environment. While indoors, there is no planned exposure to notable lights, noises, odors, temperatures or weather conditions. While outdoors, exposure to lights, noises, odors, temperatures or weather conditions cannot be controlled and may be extreme.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.

- This position's physical requirements require little to no stamina in climbing, balancing, bending, stooping/crouching, squatting, kneeling, crawling and pinching.
- This position's physical requirements require periodic stamina in twisting, bending, lifting, and handling.
- This position's physical requirements require regular stamina in standing, walking, traversing, carrying, pushing, pulling, reaching, and grasping.
- This position's physical requirements require continuous stamina in sitting, typing and enduring repetitive movements of the wrists.
- This position performs sedentary work requiring a negligible amount of effort in the physical requirements above.
- This position primarily requires close visual acuity to perform tasks within arm's reach such as: viewing a computer screen, using measurement devices, inspecting and assembling parts, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)

August 30, 2021
UAW H

2021 Rates**UAW E****FULL TIME****Step 1****Step 5**

0	704000	Salary	35,919.00	42,784.00
8951	714000	Unemployment	179.60	213.92
1000	715000	FICA	2,747.80	3,272.98
2720	716020	Health	19,146.00	19,146.00
8952	716035	Health Surcharge	3,585.00	3,585.00
8955	716040	Health Insurance Trust	1,616.36	1,925.28
2700	716100	Dental	936.00	936.00
2710	716200	Vision	135.00	135.00
8953	716450	Separation	628.58	748.72
8986	717000	Life	86.40	86.40
8941	717100	Disability	46.69	55.62
7223	718000	Retirement	6,407.95	7,632.67
7323	718500	Retirement	359.19	427.84
8810	722000	Workers Comp	10.78	12.84
8841	915050	Liability	490.08	583.74
			71,804.35	80,962.26

2021 Rates**UAW H****FULL TIME****Step 1****Step 5**

0	704000	Salary	42,458.00	50,646.74
8951	714000	Unemployment	212.29	253.23
1000	715000	FICA	3,248.04	3,874.48
2720	716020	Health	19,146.00	19,146.00
8952	716035	Health Surcharge	3,585.00	3,585.00
8955	716040	Health Insurance Trust	1,910.61	2,279.10
2700	716100	Dental	936.00	936.00
2710	716200	Vision	135.00	135.00
8953	716450	Separation	743.02	886.32
8986	717000	Life	86.40	86.40
8941	717100	Disability	55.20	65.84
7223	718000	Retirement	7,574.51	9,035.38
7323	718500	Retirement	424.58	506.47
8810	722000	Workers Comp	12.74	15.19
8841	915050	Liability	579.30	691.02
			80,527.37	91,451.15

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RECLASSIFY FAIR SECRETARY POSITION TO
ADMINISTRATIVE ASSISTANT**

WHEREAS, the Ingham County Fairgrounds Fair Secretary Position (UAW E with salary range \$35,919-\$42,784.00) is vacant; and

WHEREAS, the Fairgrounds wishes to convert Position #760004 to Administrative Assistant (UAW H with salary range \$42,458.00-50,646.74); and

WHEREAS, the Fairgrounds and Human Resources have assessed the duty of assignments of the Fair Secretary and have concluded that the conversion is necessary to meet the evolving operational needs of the Fair Office.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of the Fair Secretary (UAW E with salary range \$35,919- \$42,784.00) to Fair Administrative Assistant (UAW H with salary range \$42,458.00-50,646.74) effective upon the approval of this resolution.

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

Agenda Item 7

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 4, 2021
SUBJECT: Amendment to the City of Williamston's Contract TR069
For the meeting agenda of 10/18/21 Human Services and 10/20/21 Finance

BACKGROUND

Board of Commissioners Resolution #20-028 authorized entering into a contract with the City of Williamston to fund the below project.

Contract Title	Project #	Begins	Ends	Resolution
City of Williamston - Downtown Water Trailhead & Launch	TR069	10/22/20	10/22/22	20-028

The City of Williamston is requesting an amendment to Agreement TR069 because the actual bid for the project came in higher than the amount originally requested and awarded. Based on the actual bid, an additional \$88,533.90 is needed to complete the work and \$20,373.76 for a contingency totaling an additional \$108,907.66 for the project. A detailed explanation of the amendment request is attached.

ALTERNATIVES

The Park Commission considered this request at their June 28, 2021 meeting and recommended this approach.

FINANCIAL IMPACT

The financial impact from this request will be an additional \$108,907.66 from the Trails and Parks Millage Fund balance.

Project	Line Item Project #	Beginning Allocation	Requested Additional Amount	Overall 2021-2026 Available (Total collected less expend/encumbered/and forecasted)
City of Williamston - Downtown Water Trailhead & Launch	TR069	\$114,969.40	\$108,907.66	\$4,518,030.27

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

See attached letter from the City of Williamston. The Ingham County Park Commission supported this resolution at their June 28, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing an amendment to the Agreement with the City of Williamston.



City of Williamston

161 E. Grand River Avenue, Williamston, MI 48895
517-655-2774; fax 517-655-2797; www.williamston-mi.us; info@williamston-mi.us
Facebook – Williamston City Hall

June 23, 2021

Ingham County Parks & Recreation Commission
121 E. Maple Street
Mason, MI 48854

RE: Request for additional grant funds for Project TR069

Dear Members of the Ingham County Parks & Recreation Commission:

The City of Williamston and Ingham County executed a grant agreement in 2020 for a project identified as TR069, for the development of a canoe/kayak launch and parking lot in downtown Williamston that provides recreational public access to the Red Cedar River. The project was released for bids in May, with bids due on June 16. The project attracted six bidders, with the low bid (after clarification) being \$88,533.90 over the estimated construction cost submitted in our 2019 grant application. The average bid was approximately double the estimated construction cost submitted in our 2019 grant application, which apparently is consistent with other similar projects during these inflationary times. A copy of the bid tabulation is attached.

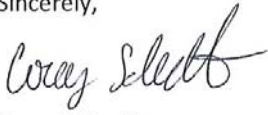
When comparing the estimating to the actual bids, for almost every line item there was a comparable price in the bids. Unfortunately, they were scattered across all the bidders so no one consistently aligned with the estimate. For the low bid specifically, the greatest changes in cost were the concrete stepped launch and stormwater basin, riser, and outlet. Contractors generally included the cost for dewatering or isolation barrier in the cost for the concrete stepped launch, which will be needed dependent on the water level in the river.

The City timed the bid process to coincide with the permit review from the Department of Environment, Great Lakes, and Energy (EGLE). However, EGLE did not complete its review in time due to staffing issues. The project has made it through two of the three reviews with no issues raised, but EGLE did not submit the public comment notice in a timely fashion, so that is still ongoing. The City has granted a 30-day extension to EGLE for the review period to coincide with the closing of the public comment period.

Given the circumstances, we are requesting your consideration for additional grant funds totaling the overage (\$88,533.90) and a 10% contingency for the construction project (\$20,373.76) which might include changes required by EGLE or field changes during construction. Thus, our total request is for an additional \$108,907.66 in grant funds. The City will take on the cost of the entrance sign, tree and stump removal, realignment of an electrical pole, and water line removal.

This project is a key component toward the establishment of a water trail on the Red Cedar River. In late 2020, Williamstown Township, through an Ingham County grant and partnership with the Ingham County Drain Commission, cleared several major logjams in the river downstream from downtown Williamston, further opening this corridor for recreational activity. This project provides the access point to enjoy the newly cleared river. We appreciate the Commission's consideration of this request otherwise the project might not be able to be built.

Sincerely,

A handwritten signature in black ink, appearing to read "Corey Schmidt". The signature is fluid and cursive, with the first name "Corey" written in a larger, more prominent script than the last name "Schmidt".

Corey Schmidt
City Manager

Enclosure

BID TABULATION

Williamston Kayak Launch Project

Item of Work	Quantity	Unit	Nielson Construction		Gordon construction services		Laur Construction		TJM Services		E.T. Mackenzie Company		Moore Trosper		Engineer's Estimate	
			Unit Price	Extended Cost	Unit Price	Extended Cost	Unit Price	Extended Cost	Unit Price	Extended Cost	Unit Price	Extended Cost	Unit Price	Extended Cost	Unit Price	Extended Cost
Mobilization	1	LSUM	\$107,085.00	\$107,085.00	\$14,400.00	\$14,400.00	\$75,660.37	\$75,660.37	\$122,000.00	\$122,000.00	\$26,000.00	\$26,000.00	\$50,000.00	\$50,000.00	\$12,843.25	\$12,843.25 10% + tree protection and staking
SESC Measures	1	LSUM	\$6,800.00	\$6,800.00	\$8,580.00	\$8,580.00	\$20,196.48	\$20,196.48	\$2,750.00	\$2,750.00	\$12,065.00	\$12,065.00	\$5,040.00	\$5,040.00	\$3,500.00	\$3,500.00
Topsoil stripping and stockpiling	230	CY	\$3.25	\$747.50	\$5.46	\$1,255.80	\$3.79	\$871.70	\$17.60	\$4,048.00	\$29.30	\$6,739.00	\$3.68	\$846.40	\$12.00	\$2,760.00
Excavation	430	CY	\$13.50	\$5,805.00	\$24.96	\$10,732.80	\$14.36	\$7,539.00	\$19.80	\$8,514.00	\$39.00	\$16,770.00	\$17.00	\$7,310.00	\$27.00	\$11,610.00
Watermain rim adjustments	1	LSUM	\$850.00	\$850.00	\$780.00	\$780.00	\$374.00	\$374.00	\$1,320.00	\$1,320.00	\$1,013.00	\$1,013.00	\$363.00	\$363.00		not included
4" concrete walks	1400	SF	\$6.00	\$8,400.00	\$9.42	\$13,188.00	\$8.28	\$11,588.24	\$7.70	\$10,780.00	\$7.20	\$10,080.00	\$8.55	\$11,970.00	\$7.50	\$11,250.00
Concrete stepped kayak launch	1	LSUM	\$28,650.00	\$28,650.00	\$58,800.00	\$58,800.00	\$26,704.22	\$26,704.22	\$7,700.00	\$7,700.00	\$43,488.20	\$43,488.20	\$34,000.00	\$34,000.00	\$8,745.00	\$8,745.00 concrete and rip-rap
Concrete curb and gutter	335	LF	\$45.00	\$15,075.00	\$37.20	\$12,462.00	\$45.21	\$15,145.35	\$49.50	\$16,582.50	\$39.65	\$13,282.75	\$53.50	\$17,922.50	\$30.00	\$10,200.00
In-walk trench drain	1	LSUM	\$3,876.00	\$3,876.00	\$10,260.00	\$10,260.00	\$4,647.46	\$4,647.46	\$7,150.00	\$7,150.00	\$5,799.60	\$5,799.60	\$4,700.00	\$4,700.00	\$500.00	\$500.00 grate only (trench included in C&G)
1.5" 36A asphalt	600	SY	\$19.60	\$11,760.00	\$17.48	\$10,488.00	\$12.19	\$7,314.00	\$33.00	\$19,800.00	\$12.60	\$7,560.00	\$12.60	\$7,560.00	\$22.00	\$13,200.00 3" asphalt
2" 13A asphalt	600	SY	\$17.50	\$10,500.00	\$13.19	\$7,914.00	\$14.92	\$8,952.00	\$27.50	\$16,500.00	\$15.30	\$9,180.00	\$15.75	\$9,450.00		
8" Depth 21AA subbase	145	CY	\$76.00	\$11,020.00	\$194.40	\$28,188.00	\$68.05	\$9,867.25	\$38.50	\$5,582.50	\$69.40	\$10,063.00	\$66.00	\$9,570.00	\$54.00	\$7,830.00
Stormwater Riser and outlet	1	LSUM	\$16,800.00	\$16,800.00	\$18,000.00	\$18,000.00	\$14,906.15	\$14,906.15	\$11,000.00	\$11,000.00	\$11,709.00	\$11,709.00	\$14,500.00	\$14,500.00	\$3,500.00	\$3,500.00
Bioretention basin	1	LSUM	\$9,600.00	\$9,600.00	\$18,000.00	\$18,000.00	\$9,247.23	\$9,247.23	\$9,900.00	\$9,900.00	\$5,379.30	\$5,379.30	\$8,030.00	\$8,030.00		not included
Pavement markings and handicap signage	1	LSUM	\$3,600.00	\$3,600.00	\$960.00	\$960.00	\$1,084.08	\$1,084.08	\$1,980.00	\$1,980.00	\$946.30	\$946.30	\$825.00	\$825.00	\$1,700.00	\$1,700.00
shrubs	30	EA	\$156.00	\$4,680.00	\$72.15	\$2,164.50	\$117.43	\$3,522.90	\$88.00	\$2,640.00	\$70.50	\$2,115.00	\$163.80	\$4,914.00		\$2,795.00 shrubs and perennials
perennials	29	EA	\$55.00	\$1,595.00	\$16.83	\$763.57	\$16.82	\$487.78	\$30.80	\$893.20	\$18.75	\$543.75	\$57.75	\$1,674.75		
Ornamental trees	1	EA	\$1,410.00	\$1,410.00	\$507.00	\$507.00	\$482.41	\$482.41	\$770.00	\$770.00	\$876.10	\$876.10	\$970.00	\$970.00	\$600.00	\$600.00
Canopy Trees	3	EA	\$1,275.00	\$3,825.00	\$507.00	\$1,521.00	\$646.81	\$1,940.43	\$770.00	\$2,310.00	\$600.20	\$1,800.60	\$1,340.00	\$4,020.00	\$750.00	\$2,250.00
Slope Stabilization seeding	2600	SF	\$0.85	\$2,210.00	\$0.52	\$1,352.00	\$0.37	\$1,110.00	\$4.40	\$11,440.00	\$1.00	\$2,600.00	\$0.42	\$1,092.00		\$4,502.50 slope and bioretention seeding
Bioretention seeding	1320	SF	\$0.95	\$1,254.00	\$0.65	\$868.00	\$0.32	\$480.00	\$5.50	\$7,260.00	\$1.95	\$2,574.00	\$0.79	\$1,042.80		
Spreading of stockpiled topsoil	230	CY	\$13.00	\$2,990.00	\$10.40	\$4,692.00	\$10.00	\$2,300.00	\$6.60	\$1,518.00	\$47.60	\$10,948.00	\$9.70	\$2,231.00	\$10.00	\$2,300.00
Lawn seeding	245	SY	\$3.50	\$857.50	\$2.28	\$558.60	\$1.84	\$1,023.04	\$5.50	\$1,347.50	\$9.00	\$2,205.00	\$3.15	\$771.75	\$1.80	\$440.00
Base Bid Total				\$259,400.00		\$226,425.27		\$225,514.09		\$273,785.70		\$263,737.60		\$198,803.20		\$4,500.00 Entry sign and guy wire extension
Alternate 1				na		\$68,000.00		\$2,132.38		\$14,000.00		\$29,877.00		\$2,500.00		\$9,593.25 10%Contingency
Unit Prices															Total	\$114,619.00
Class II sand undercut		CY		\$35.00		\$42.00		\$31.48		\$10.00		\$685.00		\$30.50		
Geotextile Fabric		SY		\$3.00		\$1.60		\$2.26		\$5.00		\$268.20		\$2.21		

Low line item

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO CITY OF WILLIAMSTON
TRAILS AND PARKS MILLAGE AGREEMENT**

WHEREAS, Board of Commissioners Resolution #20-028 authorized entering into a contract with the City of Williamston for Agreement TR069 Downtown Water Trailhead & Launch; and

WHEREAS, the City of Williamston is requesting an amendment to Agreement TR069 because the actual bid for the project came in higher than the amount originally requested and awarded; and

WHEREAS, based on the actual bid, an additional \$88,533.90 is needed to complete the work and \$20,373.76 for a contingency totaling an additional \$108,907.66 for the project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an Amendment to the City of Williamston's Agreement TR069 Downtown Water Trailhead & Launch as submitted by City of Williamston in the letter dated June 23, 2021 for additional funding for this project and authorizes an additional \$108,907.66 from the Trails and Parks Millage fund balance.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the 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, Health Officer

DATE: September 23, 2021

SUBJECT: Authorization to Enter into Agreement with Blue Cross Blue Shield of Michigan
For the meeting agendas of September 18, 2021 and September 20, 2021

BACKGROUND

Ingham County Health Department (ICHHD) wishes to update the Blue Cross Blue Shield of Michigan (BCBSM) agreement by executing Schedule A- Exhibit 1 and Schedule B (BlueCard Disclosure inter-Plan Arrangements) effective December 1, 2021 through November 30, 2022. ICHHD and BCBSM entered into an agreement in 1996 wherein BCBSM would pay the claims of health care services provided to inmates of the Ingham County jail. This agreement is updated annually by executing Schedule A- Administrative Service Contract (ASC), Schedule A- Exhibit 1, and Schedule B (BlueCard Disclosures Inter-Plan Arrangements).

ALTERNATIVES

There are no alternatives

FINANCIAL IMPACT

The Schedule an Administrative Service Contract (ASC), Schedule A- Exhibit 1 and Schedule B (BlueCard Disclosure Inter-Plan Arrangements proposed through the attached resolution will cover the period of December 1, 2021 through November 30, 2022. In exchange for a fixed administrative fee, BCBSM will retain as Additional Administrative Compensation (AAC), nine percent (9.0%) of the Michigan Hospital discounts. AAC is included in the medical claims cost that is contained in the Groups Amount Billed. The AAC is separate from and does not include BlueCard fees. These costs are included in the FY '22 Jail Medical Budget.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the Schedule A Administrative Service Contract (ASC), Schedule A-Exhibit 1, and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) to the Blue Cross Blue Shield of Michigan Service agreement effective December 1, 2021 through November 30, 2022

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN ADMINISTRATIVE SERVICE AGREEMENT WITH
BLUE CROSS BLUE SHIELD OF MICHIGAN AT THE INGHAM COUNTY JAIL**

WHEREAS, Ingham County Health Department (ICHD) wishes to update the Blue Cross Blue Shield of Michigan (BCBSM) agreement by executing Schedule A-Exhibit 1 and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) effective December 1, 2021 through November 30, 2022; and

WHEREAS, ICHD and BCBSM entered into an agreement in 1996 wherein BCBSM would pay the claims of health care services provided to inmates of Ingham County Jail; and

WHEREAS, the BCBSM agreement is updated annually by executing a Schedule an Administrative Service Contract (ASC), Schedule A- Exhibit 1, and Schedule B (BlueCard Disclosure Inter-Plan Arrangements); and

WHEREAS, BCBSM has proposed a 2021-2022 Schedule an Administrative Service Contract, Schedule A-Exhibit 1, and Schedule B (Bluecard Disclosures Inter-Plan arrangements; with no changes from the 2020-2021 contract; and

WHEREAS, ICHD has included the costs of this agreement in the FY '22 Jail Medical Budget; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes the 2021-2022 Schedule an Administrative service Contract (ASC), Schedule A- Exhibit 1, and Schedule B (BlueCard Disclosure Inter-Plan Arrangements) with BCBSM for paying claims of health care services provided to inmates of the Ingham County Jail.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the Schedule an Administrative Service Contract (ASC), Schedule A – Exhibit 1, Schedule B – Exhibit 1, and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) with BCBSM for paying claims of health care services provided to inmates of the Ingham County Jail.

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 30, 2021
SUBJECT: Resolution to Authorize a FY 2021-2022 AmeriCorps State Grant
For the Meeting Agendas of October 18, 2021 and October 20, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to accept a grant from the Michigan Department of Labor and Economic Opportunity (MDLEO) in an amount not to exceed \$162,238 effective October 1, 2021 through September 30, 2022. MDLEO has granted ICHD a 2021-2022 AmeriCorps State Grant of \$162,238, as the first year of a three-year funding cycle. A total of 13 AmeriCorps members will be placed in host sites selected through an RFP process. These AmeriCorps members work to increase consumption of healthy foods and reduce food insecurity through gardening and food distribution, teach community members the importance of eating healthy foods and strategies for adopting healthy diets, and promote safe, affordable exercise options.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The 2021-22 AmeriCorps State program cost are \$326,406. The funding for this program is \$162,238 from MDLEO and \$164,168 from external host sites and indirect match.

These items are included in ICHD's 2021-2022 budget.

STRATEGIC PLANNING IMPACT

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

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes the attached resolution to accept \$162,238 for the FY 2021-2022 AmeriCorps State Grant effective October 1, 2021 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT A 2021-2022 AMERICORPS STATE GRANT

WHEREAS, Ingham County Health Department (ICHD) wishes to accept a grant from the Michigan Department of Labor and Economic Opportunity (MDLEO) in an amount not to exceed \$162,238 effective October 1, 2021 through September 30, 2022; and

WHEREAS, the Michigan Department of Labor and Economic Opportunity (MDLEO) has approved funding for ICHD for a new grant cycle, in the amount of \$162,238 effective October 1, 2021 through September 30, 2022; and

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

WHEREAS, these items are included in ICHD's 2021-2022 budget; and

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

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

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes acceptance of the AmeriCorps grant award from MDLEO in an amount not to exceed \$162,238, effective October 1, 2021 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes acceptance of an AmeriCorps grant award from MDLEO in an amount not to exceed \$162,238, effective October 1, 2021 through September 30, 2022.

BE IT FURTHER RESOLVED, that a non-federal match of \$164,168 is authorized and consists of indirect costs used as a match of \$6,827, and the remainder obtained through cash contributions of up to \$13,195 from each of the 13 AmeriCorps host sites, as selected through a Request for Proposal process.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 22, 2021
SUBJECT: Authorization to Amend the Azara Sublicense Agreement with MPCA

For the meeting agendas of October 18, 2021 and October 20, 2021

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Center (CHCs) wishes to amend the agreement between Michigan Primary Care Association (MPCA) and Azara DRVS in an amount not to exceed \$6,000 effective November 1, 2021 through January 31, 2022. This amendment will allow the continuation of a licensing Agreement, to support ongoing enhancement of the Azara DRVS population management software, which assists ICHD's CHCs with meeting the data management and reporting requirements of value-based care. This amendment will enhance the functionality of the Azara DRVS Reporting Platform to include the following:

- Amendment #8: HIV Enhanced Reporting

ALTERNATIVES

There are no alternatives. Azara DRVS is the chosen Reporting Platform for participants in the Michigan Community Health Network (MCHN) Clinically Integrated Network (CIN) for value-based reporting, and therefore is the sole proprietor for these enhancements.

FINANCIAL IMPACT

The cost for this amendment will be for an amount not to exceed \$6,000 and is included in Ingham County Health Department's FY '22 budget.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend authorization to amend the Azara DRVS Sublicensing Agreement with MPCA for Azara DRVS software enhancements, effective November 1, 2021 through January 31, 2022 in an amount not to exceed \$6,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE AZARA SUBLICENSE AGREEMENT WITH
MICHIGAN PRIMARY CARE ASSOCIATION**

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to amend the agreement with Michigan Primary Care Association (MPCA) and Azara DRVS in an amount not to exceed \$6,000, effective November 1, 2021 through January 31, 2022; and

WHEREAS, this amendment will allow the continuation of a licensing agreement to support enhancement of the Azara DRVS population management software, which assists ICHD's CHCs with meeting the data management and reporting requirements of value-based care; and

WHEREAS, MPCA has proposed a series of amendments to the Sublicensing Agreement to support continued enhancement of the Azara DRVS population management software, and to assist ICHD's CHCs with meeting the data management and reporting requirements of value-based care; and

WHEREAS, this amendment enhances the functionality of the Azara DRVS Reporting Platform to include the following:

- Amendment #8: HIV Enhanced Reporting; and

WHEREAS, the cost for the amendment will be in an amount not to exceed \$6,000 and is included in Ingham County's Health Department's FY '22 budget; and

WHEREAS, the CHC Board of Directors and Health Officer recommend that the Ingham County Board of Commissioners authorizes amending the Azara DRVS Sublicensing Agreement with MPCA for Azara DRVS software enhancements, effective November 1, 2021 through January 31, 2022 for an amount not to exceed \$6,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the Azara DRVS Sublicensing Agreement with MPCA for Azara DRVS software enhancements, effective November 1, 2021 through January 31, 2022 for an amount not to exceed \$6,000.

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: Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 29, 2021
SUBJECT: Resolution Authorizing an Agreement with Dignified Aging Project
For the Meeting Agendas of October 18, 2021 and October 19, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter an agreement with Dignified Aging Project (DAP) in an amount not to exceed \$19,500 to allow DAP to provide Jail Medical with Medication Associates to assist with distribution of medications to inmates as prescribed by the medical provider. Historically, it has been difficult for ICHD to find Jail Medical staffing. Jail medical division currently has critical staffing needs which potentially threatens the health of the inmates we serve. Partnering with DAP would allow ICHD to fill these assignment gaps quickly on a temporary basis. This amendment would be effective September 15, 2021 through September 30, 2022.

ICHD collected quotes from the following agencies:

- Cross Country Staffing
- Maxim Healthcare Services
- Dignified Aging Project

After reviewing the 3 quotes, DAP was chosen as the appropriate vendor for this agreement after submitting the lowest rates to fill the Medication Associate position. DAP is also a local vendor in Ingham County.

ALTERNATIVES

ICHD could continue to recruit new hires and explore other staffing options for Jail Medical.

FINANCIAL IMPACT

All costs of this agreement will be covered by funds that have been saved from vacant Jail Medical positions.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the Information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes an agreement with DAP in an amount not to exceed \$19,500 to provide staff to fill Medication Associate positions at ICHD's Jail Medical, effective September 15, 2021 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH DIGNIFIED AGING

WHEREAS, Ingham County Health Department (ICHD) wishes to enter an agreement with Dignified Aging Project (DAP) in an amount not to exceed \$19,500 to allow DAP to provide Jail Medical with Medication Associates to assist with distribution of medications to inmates as prescribed by the medical provider; and

WHEREAS, historically, it has been difficult for ICHD to find Jail Medical staffing; and

WHEREAS, ICHD's Jail medical division currently has critical staffing needs which potentially threatens the health of the inmates we serve; and

WHEREAS, partnering with DAP would allow ICHD to fill these assignment gaps quickly on a temporary basis; and

WHEREAS, this agreement would be effective September 15, 2021 through September 30, 2022; and

WHEREAS, ICHD collected quotes from the following agencies:

- Cross Country Staffing
- Maxim Healthcare Services
- Dignified Aging Project; and

WHEREAS, after reviewing the 3 quotes, DAP was chosen as the appropriate vendor for this agreement after submitting the lowest rates to fill the Medication Associate position; and

WHEREAS, DAP is also a local vendor in Ingham County; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes entering into an agreement with DAP in an amount not to exceed \$19,500 to provide staff to fill Medication Associate positions at ICHD's Jail Medical, effective September 15, 2021 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with DAP in an amount not to exceed \$19,500 to provide staff to fill Medication Associates positions at ICHD's Jail Medical, effective September 15, 2021 through September 30, 2022.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 23, 2021
SUBJECT: Authorization to Enter into an agreement with Hospital Network Healthcare Services Medical Waste Management/Disposal through HPS Group Purchasing

For the meeting agendas of October 18th, 2021 and October 20, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Hospital Network Healthcare Services for medical waste disposal effective November 1, 2021 through October 31, 2023 in an amount not to exceed \$7,000 and shall automatically renew every 2 years. ICHD is required to properly dispose of potentially infectious medical waste. ICHD currently has a group purchasing agreement with Hospital Purchasing Services (HPS), and Hospital Network Healthcare Services (HNHS) is one of the medical waste management vendors within this contract.

ALTERNATIVES

There are no alternatives. ICHD currently has a group purchasing agreement contract with Hospital Purchasing Services (HPS) and Hospital Network Healthcare Services (HNHS), and receives a reduced group purchasing rate under this agreement.

FINANCIAL IMPACT

The rates of the HNHS contract for each container of medical waste are as follows: 1-3 containers at \$50 each, 4-8 containers at \$40 each, 9 or more containers at \$35 each, and will be not be more than \$7,000 per year and will be covered by the Health Center FY22 budget.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes entering into an agreement with HNHS for the disposal of medical waste collected by the ICHD's CHCs, effective November 1, 2021 through October 31, 2023, for an amount not to exceed \$7,000 per year, and will auto-renew every two years.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HOSPITAL NETWORK
HEALTHCARE SERVICES MEDICAL WASTE MANAGEMENT/DISPOSAL THROUGH
HPS GROUP PURCHASING CONTRACT**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Hospital Network Healthcare Services for medical waste disposal effective November 1, 2021 through October 31, 2023 in an amount not to exceed \$7,000 and shall automatically renew every 2 years; and

WHEREAS, ICHD is required to properly dispose of potentially infectious medical waste; and

WHEREAS, ICHD currently has a group purchasing agreement contract with Hospital Purchasing Services (HPS), and Hospital Network Healthcare Services (HNHS) is one of the medical waste management vendors within this contract; and

WHEREAS, the rates of the HNHS contract for each container of medical waste are as follows: 1-3 containers at \$50 each, 4-8 containers at \$40 each, 9 or more containers at \$35 each; and

WHEREAS, the cost of this agreement will not exceed \$7,000 per year and will be covered by the Health Center FY22 budget at a reduced rate; and

WHEREAS, the CHC Board of Directors and Health Officer recommends that the Ingham County Board of Commissioners enter into a contract with HNHS for the disposal of medical waste collected by the ICHD's CHCs effective November 1, 2021 through October 31, 2023, for an amount a not to exceed \$7,000 per year and will auto-renew every two years.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with HNHS for disposal of medical waste collected by the ICHDs' CHCs effective November 1, 2021 through October 31, 2023, for an amount not to exceed \$7,000 per year and will auto-renew every two years.

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 23, 2021
SUBJECT: Authorization to Accept FY 2022 Child and Adolescent Health Center Program Funds
For the meeting agendas of October 18, 2021 and October 20, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to accept \$585,000 of funding from the Child and Adolescent Health Center (CAHC) program from the Michigan Department of Health & Human Services (MDHHS) to be used for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2021 through September 30, 2022. This funding will support continued operations of ICHD's school-based and school-linked Community Health Centers (CHCs).

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The CAHC funding award will be effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$585,000, and is divided as follows:

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

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2021 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FY 2022 CHILD AND ADOLESCENT HEALTH CENTER
PROGRAM FUNDS**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept \$585,000 of funding from the Child and Adolescent Health Center (CAHC) program to be used for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2021 through September 30, 2022; and

WHEREAS, the funding will support continued operations of ICHD's school-based and school-linked Community Health Centers (CHCs); and

WHEREAS, the CAHC funding award will be for an amount not to exceed \$585,000 and will be divided as follows: Eastern Health Center - \$195,000, Sexton Health Center - \$195,000, Willow Health Center - \$195,000; and

WHEREAS, the Ingham Community Health Center Board of Directors supports accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2021 through September 30, 2022; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2021 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting \$585,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2021 through September 30, 2022.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 30, 2021
SUBJECT: Authorization to Accept Minority Health Community Capacity Building Funds
For the meeting agendas of October 18, 2021 and October 20, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to accept funding from Michigan Department of Health & Human Services (MDHHS) for the Minority Health Community Capacity Building Initiative (MHCCBI) 2022, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$42,000. Ingham County was selected by the MDHHS Office of Equity and Minority Health to be the recipient for this funding award for a second year. This funding will be used to convene and lead a multi-sector partnership to evaluate existing community health data that is focused on health equity and racial inequities related to social determinants of health at the local and neighborhood level. The partnership will work with community members to co-develop processes for ongoing collaboration, community engagement and needs sharing related to data collection and reporting methods. Findings will be published in a Health Equity report with the goal of creating a more comprehensive understanding of health equity and inequities throughout Ingham County and support data-driven policy and system solutions to address these inequities. ICHD will provide financial and progress reports to, and work closely with the MDHHS Office of Equity and Minority Health to evaluate the initiative.

ALTERNATIVES

The alternative to accepting this award would be to identify funding within our existing budget to support implementation.

FINANCIAL IMPACT

This award will be effective October 1, 2021 through September 30 2022, in an amount not to exceed \$42,000 and is awarded by MDHHS.

STRATEGIC PLAN

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to accept a funding award in an amount not to exceed \$42,000 from the Michigan Department of Health & Human Services (MDHHS) effective October 1, 2021 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
FUNDING FOR MINORITY HEALTH COMMUNITY CAPACITY BUILDING 2022 INITIATIVE**

WHEREAS, ICHD wishes to accept funding from the Michigan Department of Health and Human Services (MDHHS) for the Minority Health Community Capacity Building 2022 Initiative effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$42,000; and

WHEREAS, ICHD was selected by the MDHHS Office of Equity and Minority Health to be the recipient for this funding award for a second year with the project previously authorized in Resolution #20-392; and

WHEREAS, this funding will be used to convene and lead a multi-sector partnership to evaluate existing community health data that is focused on health equity and racial inequities related to social determinants of health at the local and neighborhood level; and

WHEREAS, the partnership will work with community members to co-develop processes for ongoing collaboration, community engagement and needs sharing related to data collection and reporting methods; and

WHEREAS, findings will be published in a Health Equity report with the goal of creating a more comprehensive understanding of health equity and inequities throughout Ingham County and support data-driven policy and systems solutions to address these inequities; and

WHEREAS, ICHD will provide financial and progress reports to and work closely with the MDHHS Office of Equity and Minority Health to evaluate the initiative; and

WHEREAS, the Health Officer has recommends that the Board of Commissioners authorizes acceptance of funding from MDHHS for the Minority Health Community Capacity Building 2022 Initiative effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$42,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of funding from MDHHS for the Minority Health Community Capacity Building 2022 Initiative effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$42,000.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, is authorized to electronically sign and submit any contract documents on behalf of the county in EGRAMS after approval as to form by the County Attorney.

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

Agenda Item 9

TO: Ingham County Board of Commissioners County Services and Finance Committees

FROM: Lansing Economic Area Partnership

DATE: Tuesday, October 5, 2021

RE: Contract for Preliminary Engineering Site Readiness Activities Under Community Development Block Grant Planning Funds

BACKGROUND

With the intent to better prepare the state of Michigan's vacant industrial sites for development, the Michigan Economic Development Corporation (MEDC) created the Site Readiness Improvement Program. This program offers technical assistance and grant opportunities to local and regional municipalities and economic development organizations to assist in making sites "Build Ready" -- an attractive status as companies look for a shovel-ready site with a clear pathway to development. Build Ready sites, as paraphrased from the MEDC, are "sites that have appropriate planning, zoning, surveys, title work, environmental conditions, soil conditions, infrastructure in place or preliminary engineering completed, and the property is available for sale and development with site information ready and up-to-date."

In 2019, the Lansing region was awarded \$240,000 in Site Readiness Grant Program funds to deploy at 4 key sites (a full list of the program's first year awardees can be found by clicking [here](#)):

- Port Lansing, Capital Region Airport
- Leslie Business Park, City of Leslie
- Sumbal Site, City of Lansing
- Webberville Industrial Park, Webberville

The program's second year application went live in January 2020 and final submissions were due May 1, 2020. Lansing Economic Area Partnership (LEAP) collaborated with numerous municipalities and private property owners to submit a handful of applications across the Lansing region. Ingham County was invited to submit a request for CDBG funding for four sites within Ingham County and was awarded \$120,500 in grant funding:

- I-96 Industrial Park, City of Williamston
- Temple Rd. Sites, City of Mason
- Frederick's Property, Vevay Township
- Mid-MI Mega Site, Delhi Township

Ingham County launched a Request for Qualifications for Preliminary Engineering Services in August and received four bids that were reviewed by a taskforce comprised of Ingham County Economic Development Corporation members, local partners, and LEAP staff.

REQUEST

Authorize Ingham County and the board chair to enter into a contract with Capital Consultants, Inc. (dba C2AE), an architecture and engineering firm located in Ingham County at 106 West Allegan St. Suite 500, Lansing, MI 48933, to complete the various site readiness activities at the four identified sites, in alignment with the CDBG grant agreement executed on May 19, 2021 by the Ingham County Controller as the Certifying Officer.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH CAPITAL CONSULTANTS, INC. FOR
STATE COMMUNITY DEVELOPMENT BLOCK GRANT SITE READINESS PRELIMINARY
ENGINEERING SERVICES**

WHEREAS, the Michigan Strategic Fund invited Units of General Local Government to apply for its Community Development Block Grant (CDBG) Program to support the Michigan Economic Development Corporation (MEDC) Site Readiness Improvement Program; and

WHEREAS, Ingham County is an eligible Unit of General Local Government and approved Resolution #20-116 on March 9, 2021 authorizing the County Controller as Certifying Officer to submit a CDBG grant request of \$120,500 to better prepare key vacant industrial sites for development in the townships of Vevay and Delhi and the cities of Mason and Williamston; and

WHEREAS, Ingham County was awarded the CDBG grant request and fully executed the grant agreement on May 19, 2021, approved as to form by Cohl, Stoker & Toskey, P.C.; and

WHEREAS, the relevant property owners, municipalities, and project partners have committed local funds in the estimated amount of \$40,000 to \$52,500; and

WHEREAS, Ingham County is not liable for any matching funds, and grant management falls under the auspices of the Economic Development Corporation (EDC), currently managed by the Lansing Economic Area Partnership (LEAP); and

WHEREAS, Ingham County published a Request for Qualifications (RFQ) #70-21 for preliminary engineering services on August 10, 2021, and after due public notice provided in the City Pulse on August 18, 2021, Ingham County received four bids; and

WHEREAS, a taskforce of EDC board members, relevant local partners, and LEAP staff reviewed each bid and desires to enter into a contract with Capital Consultants, Inc. (dba C2AE), an architecture and engineering firm located in Ingham County at 106 West Allegan St. Suite 500, Lansing, MI 48933, to complete the various site readiness activities such as a traffic study, sub-area master planning, utility infrastructure analysis, and geotechnical surveying in alignment with the CDBG grant agreement; and

WHEREAS, the contract shall be for an amount not-to-exceed \$120,500.

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

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

Agenda Item 10a

TO: Board of Commissioners, County Services Committee, and Finance Committee

FROM: Deb Fett, CIO

DATE: 10/04/2021

SUBJECT: Resolution – Additional Backup Storage Purchase
For the meeting agendas of October 19th, 20th and 26th, 2021

BACKGROUND

When the Storage Area Network (SAN) device was upgraded late in 2019 (Resolution #19-527), it gave Ingham County a greatly increased capacity for data. As always, as capacity increases, data tends to expand to fill it. In order to properly protect our data and ensure that it can be restored when necessary, we budgeted in 2021 to increase our space on our offline backup solution. Since offline backups are critical with the ever-expanding risk of cyber incidents, this has become even more critical.

ALTERNATIVES

Our current devices limit our choices as to specific brands and parts but we were able to utilize the GSA contract (#GS-35-F-0511T) to obtain the best price possible.

FINANCIAL IMPACT

The funding for the total of \$56,000 total for the hardware is budgeted and will come from the County's Innovation and Technology Department's Network Fund #636-25810-932032.

OTHER CONSIDERATIONS

If we do not increase this space within the next year, IT will need to look at limiting the amount of offline data stored which could increase our risk if exposed to ransomware.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached quotes for the backup storage expansion from Sentinel.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF ADDITIONAL BACKUP STORAGE
FROM SENTINEL**

WHEREAS, Ingham County increased our storage capacity in 2019 with the purchase of new Storage Area Network (SAN) devices; and

WHEREAS, our current offline backup storage solution did not increase although our data usage has; and

WHEREAS, an increase to this offline storage was planned for and budgeted in 2021; and

WHEREAS, the purchase price of this additional backup storage will be \$56,000 from Sentinel under the U.S. General Services Administration contract.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of the backup storage expansion in the amount not to exceed \$56,000.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County's Network Fund #63625810-932032.

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

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

TO: Board of Commissioners, County Services, & Finance Committees

FROM: Deb Fett, CIO

DATE: 10/05/2021

SUBJECT: Renew CourtView Support Services
For the meeting agendas of October 19th, 20th and 26th, 2021

BACKGROUND

Ingham County currently uses CourtView software in our various criminal justice areas including our Courts and Prosecuting Attorneys' office. There is an annual maintenance agreement in place to maintain the application, receive support, and receive needed software updates that will expire on December 31st, 2021. This support has been purchased every year since Ingham County has owned the application. The last invoice for total maintenance cost was \$163,686, this year's upcoming cost proposed by Equivant is the same \$163,686. This is being put forth now to ensure timely payment with 2022 funds.

ALTERNATIVES

There is no reasonable alternative.

FINANCIAL IMPACT

The funding for the \$163,686 total will come from the County's Innovation and Technology Department's LOFT Fund #636-25820-932050 for 2022.

STRATEGIC PLANNING IMPACT

This Resolutions supports Goal D – Information Technology, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the invoice renewal for Equivant's support of the CourtView software in the amount of \$163,686.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE INVOICE FOR RENEWING
COURTVIEW SUPPORT SERVICES**

WHEREAS, Ingham County currently utilizes CourtView Software as our criminal justice application; and

WHEREAS, annual maintenance is required to maintain the system and has been purchased every year since Ingham County purchased the software; and

WHEREAS, the payment totaling \$163,686 for annual support is due for the support from January 1st, 2022 through December 31st, 2022; and

WHEREAS, the annual support amount proposed by Equivant is the same as the prior year; and

WHEREAS, this annual payment has been planned for and budgeted and will provide the needed application support and upgrades needed to maintain our current applications.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize payment of the invoice for the renewal of support from Equivant in the amount not to exceed \$163,686.

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's LOFT Fund (636-25820-932050).

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

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

Agenda Item 11a

TO: Board of Commissioners, County Services Committee and Finance Committee

FROM: Kelly R. Jones, County Highway Engineer & Director of Engineering
Road Department

DATE: October 5, 2021

RE: Proposed Resolution to Amend an Engineering Design Services Contract with RS Engineering, LLC for the Waverly Road Bridge over Grand River (SN 3871)

For the meeting agendas of October 19, 20 and 26

BACKGROUND

The Ingham County Road Department (ICRD) has been awarded Local Bridge Program funding to perform preventative maintenance work on the Waverly Road Bridge over the Grand River (SN 3871) in Section 30 of Lansing Township, located between Old Lansing Road and Moores River Drive. The scope of work includes expansion joint replacement, deck patching, crack sealing, epoxy overlay, cleaning & painting beam ends/diaphragms at the deck joints and substructure repairs. The Local Bridge Program provides funding for 95% of the construction costs. The Road Department is responsible for the 5% match, design engineering, construction engineering, and right of way costs.

Ingham County on behalf of the Road Department entered into an agreement (Resolution #21-151) with RS Engineering, LLC to perform the design necessary to repair the Waverly Rd Bridge. Based upon an independent bridge inspection performed by our bridge inspection consultant, Great Lakes Engineering Group, the condition of the steel beams were found to be in worse condition than anticipated, increasing the scope of work needed to be performed by RS Engineering.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The original contract included a budget of \$16,000. The budget amendment is requesting an additional \$10,005.44 to perform the necessary engineering design and creation of plan sheets associated with the steel repair and temporary support details resulting from the detailed bridge inspection performed by Great Lakes Engineering Group.

This budget amendment would adjust the total project budget to \$26,005.44, which equates to 2.9% of the estimated construction costs for the Waverly Rd Bridge Project. The cost for the engineering design services are included in the 2021 Road Fund Budget. The cost for the local match for the Local Bridge Program funding has been included in the 2022 Road Fund Budget.

RECOMMENDATION

I respectfully recommend the Board of Commissioners approve the attached resolution to amend the agreement with RS Engineering for the Waverly Road Bridge (SN 3871) Project in the amount of \$10,005.44 for a total contract budget of \$26,005.44.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND AN ENGINEERING DESIGN SERVICES CONTRACT WITH
RS ENGINEERING, LLC FOR THE
WAVERLY ROAD BRIDGE OVER GRAND RIVER (SN 3871)**

WHEREAS, the Ingham County Road Department received Local Bridge Program funding to perform preventative maintenance work on the Waverly Road Bridge over the Grand River (SN 3871) in Section 30 of Lansing Township, located between Old Lansing Road and Moores River Drive; and

WHEREAS, the Local Bridge Program provides funding for 95% of eligible construction costs, with the Road Department being responsible for the 5% funding match, design engineering, construction engineering and right of way costs; and

WHEREAS, the costs associated with project related design engineering, construction engineering and right of way costs are included in the 2021 Road Fund Budget; and

WHEREAS, the costs associated with the 5% funding match for the Local Bridge Program has been included in the 2022 Road Fund Budget; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #21-151 to enter into an agreement with RS Engineering, LLC for a not to exceed fee of \$16,000; and

WHEREAS, based upon the result of an independent bridge inspection performed by Great Lakes Engineering Group, the condition of the steel beams were found to be in worse condition than originally anticipated, resulting in a revised scope of work for RS Engineering, LLC; and

WHEREAS, in order for RS Engineering to perform the engineering design and creation of plan sheets associated with the steel repair and temporary support details deemed necessary per the Great Lakes Engineering Group inspection, a budget amendment is requested in the amount of \$10,005.44 for a revised total budget of \$26,005.44.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the engineering design services contract for the Waverly Road Bridge over the Grand River (SN 3871) with RS Engineering, LLC located at 6709 Centurion Drive, Suite 300, Lansing, MI 48917, for a revised contract amount of \$26,005.44.

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

Agenda Item 11b

TO: Ingham County Board of Commissioners

FROM: Carl Langham Jr., Director of Operations, ICRD

DATE: October 05, 2021

RE: ITB #105-21 Single tungsten carbide inserted grader blades, Wing plow blades and plow shoes.

The purpose of this correspondence is to support the attached resolution for single tungsten carbide inserted grader blades, wing plow blades, and wing plow shoes supplied and delivered to the ICRD for a one-year period, beginning from date of the purchase order execution.

The Road Department periodically needs to replace the cutting edges and wear shoes on the underbody plow blades and on the side wing plows for winter and gravel road maintenance.

The Road Department's adopted 2021 budget includes controllable expenditures, funds for this and other equipment purchases.

The Road Department has been using tungsten insert grader blades for road maintenance in all seasons for over 20 years. Wing plows have been equipped on all ICRD new plow truck purchases for snow removal since 2012. ICRD snowplow trucks must have these components to operate efficiently for winter maintenance services.

Bids from qualified and experienced vendors for the purpose of supplying and delivering tungsten insert grader blades, wing plow blades and wing plow shoes to the Road Department were solicited and evaluated by the Ingham County Purchasing Department per ITB #105-21 and it is their recommendation, with the concurrence of Road Department staff, to award to the lowest in country qualified bidders that could meet the specifications of bid proposal request.

Heights Machinery Inc. 8434 East M-72 Williamsburg, M. 49690 for Tungsten insert grader blades at \$148 per each grader blade.

Winter Equipment Company Inc. 1900 Joseph Lloyd Parkway Willoughby, OH 44094 for Heat-treated wing plow blades at \$76.66 per each wing plow blade.

Winter Equipment Company Inc. 1900 Joseph Lloyd Parkway Willoughby, OH 44094 for Wing plow shoe at \$125.48 per each Wing plow shoe.

Therefore, approval of the attached resolution is recommended, to authorize the purchase of the required supply of single tungsten carbide inserted grader blades, wing plow blades and wing plow shoes as needed.

Agenda Item 11b

TO: Carl Langham, Director of Operations

FROM: James Hudgins, Director of Purchasing

DATE: September 17, 2021

RE: Memorandum of Performance for ITB No. 105-21 Single Tungsten Carbide Insert Grader Blades, Jr. Wing Plow Blades and Jr. Wing Plow Shoes

Per your request, the Purchasing Department sought bids from qualified vendors for the purpose of furnishing the Ingham County Road Department with single tungsten carbide grader blades, junior wing plow blades and junior wing plow shoes for their plow trucks for the 2021-2022 winter season.

The scope of work includes, but is not limited to, delivering single tungsten carbide insert grader blades, 7-foot junior para wing plow blades and 7-foot junior para wing plow shoes according to specifications outlined in the invitation to bid.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	20	2
Vendors responding	10	2

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

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Single Tungsten Carbide Insert Grader Blade (280±)	Single Tungsten Carbide Insert Grader Blade (280±)	Junior Wing Plow Blade (50±)	Junior Wing Plow Blade (50±)	Junior Wing Plow Shoe (50±)	Junior Wing Plow Shoe (50±)	Blades & Shoes for the 2021 - 2022 Season
		Price/Blade	Total Price	Price/Blade	Total Price	Price/Blade	Total Price	Total Purchase Price
Heights Truck Equipment	No, Williamsburg MI	\$181.65	\$50,862.00	\$80.29	\$4,014.50	\$141.00	\$7,050.00	\$61,926.50
Winter Equipment Co.	No, Ohio	\$186.95	\$52,346.00	\$76.66	\$3,833.00	\$125.48	\$6,274.00	\$62,453.00
Shults Equipment LLC	No, Ithica MI	\$196.40	\$54,992.00	\$113.50	\$5,675.00	\$135.00	\$6,750.00	\$67,417.00
Truck & Trailer Specialities Inc.	No, Dutton MI	\$198.18	\$55,490.40	\$106.84	\$5,342.00	\$179.30	\$8,965.00	\$69,797.40
AIS Equipment	Yes, Lansing MI	\$255.00	\$71,400.00	\$122.00	\$6,100.00	\$220.00	\$11,000.00	\$88,500.00
Nordik Blades	No, Canada	\$163.36	\$45,740.80	\$116.76	\$5,838.00	<i>No Bid</i>	<i>No Bid</i>	\$51,578.80
Valk Manufacturing Co.	No, Pennsylvania	\$254.92	\$63,730.00	\$100.00	\$5,000.00	<i>No Bid</i>	<i>No Bid</i>	\$68,730.00
Michigan CAT	No, Lansing (Eaton County) MI	\$318.93	\$89,300.40	\$128.37	\$6,418.50	<i>No Bid</i>	<i>No Bid</i>	\$95,718.90
St. Regis Culvert Inc.	No, Charlotte MI	\$227.60	\$63,728.00	<i>No bid</i>	<i>No Bid</i>	<i>No Bid</i>	<i>No Bid</i>	\$63,728.00
Chemung Supply	No, New York	\$249.28	\$69,798.40	<i>No Bid</i>	<i>No Bid</i>	<i>No Bid</i>	<i>No Bid</i>	\$69,798.40

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

WHEREAS, the Purchasing Department recently released bid packet #105-21 and received sealed, competitive bid proposals for single tungsten carbide inserted underbody grader blades, heat treated wing plow blades and wing plow shoes for a one-year period, beginning from date of purchase order execution; and

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

WHEREAS, the Road Department's adopted 2021 budget includes controllable expenditures, funds for this and other equipment purchases.

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

Heights Machinery Inc. 8434 East M-72 Williamsburg, MI 49690 for
Tungsten insert grader blades at \$148 per each grader blade.

Winter Equipment Company Inc. 1900 Joseph Lloyd Parkway Willoughby,
OH 44094 for heat-treated wing plow blades at \$76.66 per each wing plow
blade.

Winter Equipment Company Inc. 1900 Joseph Lloyd Parkway Willoughby,
OH 44094 for Wing plow shoe at \$125.48 per each wing plow shoe.

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

Agenda Item 12a

TO: Board of Commissioners County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: October 6, 2021
SUBJECT: Resolution to Approve Generic Service Credit Purchase for County Employee: Chadwick Phillips

For the meeting agendas of 10/19 and 10/20

BACKGROUND

Pursuant to standing Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS). Chadwick Phillips has completed the MERS application and received the cost estimate to purchase two (2) years, zero (0) months under the County's plan.

ALTERNATIVES

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

FINANCIAL IMPACT

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

STRATEGIC PLAN CONSIDERATIONS

N/A

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE GENERIC SERVICE CREDIT PURCHASE FOR
COUNTY EMPLOYEE: CHADWICK PHILLIPS**

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

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

WHEREAS, Chadwick Phillips has completed the MERS application and received the cost estimate to purchase two (2) years, zero (0) months under the County's plan; and

WHEREAS, by Board of Commissioners approval under the standing resolution, and by the employee's payment to MERS, Chadwick Phillips will purchase two (2) years, zero (0) months generic service.

THEREFORE BE IT RESOLVED, that upon the request of County employee Chadwick Phillips, the Board of Commissioners hereby approves the purchase of two (2) years, zero (0) months generic service under County Resolution #02-101.

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

TO: Board of Commissioners County Services & Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: October 11, 2021
SUBJECT: Resolution to Approve Ingham County Employees' Association – Professional County Employees Unit Reclassification Requests

For the meeting agendas of October 19 and October 20

BACKGROUND

An agreement has been reached between Ingham County and Ingham County Employees' Association – Professional County Employees Unit through December 31, 2021 for a collective bargaining agreement which includes a process for submission of reclassification requests and the Human Resources Department has executed the process for reclassification requests from employees in the unit. All reclassification requests were processed in a manner consistent with the collective bargaining agreement and the Human Resources Department and representatives of the ICEA – Professional County Employees Unit have completed their review and agree upon the proposed results. Accordingly, it is proposed that the Ingham County Board of Commissioners approve the changes as set forth in the attached resolution.

ALTERNATIVES

None.

FINANCIAL IMPACT

The financial impact associated with the proposed reclassifications is as reflected in the attached Resolution.

STRATEGIC PLAN CONSIDERATIONS

Compensation reclassification supports the county's goal of attracting and retaining exceptional employees who are committed to the community.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached Resolution to Approve Ingham County Employees' Association – Professional County Employees Unit Reclassification Requests.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE INGHAM COUNTY EMPLOYEES' ASSOCIATION –
PROFESSIONAL COUNTY EMPLOYEES UNIT RECLASSIFICATION REQUESTS**

WHEREAS, an agreement has been reached between Ingham County and Ingham County Employees' Association – Professional County Employees Unit for a collective bargaining agreement through December 31, 2021 which includes a process for submission of reclassification requests; and

WHEREAS, the Human Resources Department has executed the process for reclassification requests from employees in the unit; and

WHEREAS, all reclassification requests were processed in a manner consistent with the collective bargaining agreement; and

WHEREAS, the Human Resources Department and representatives of the ICEA – Professional County Employees Unit have completed their review and agree upon the proposed results.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following changes:

<u>Position Number</u>	<u>Position Title</u>	<u>Action</u>
601060	Project Specialist	Move from Grade 5 to Grade 7
601235	Quality Assurance Technician	Move from Grade 7 to Grade 8
601254	Behavioral Health Consultant	Move from Grade 7 to Grade 9
601258	Behavioral Health Consultant	Move from Grade 7 to Grade 9
601272	Behavioral Health Consultant	Move from Grade 7 to Grade 9
601291	Behavioral Health Consultant	Move from Grade 7 to Grade 9
601316	Behavioral Health Consultant	Move from Grade 7 to Grade 9
601450	Behavioral Health Consultant	Move from Grade 7 to Grade 9
601486	Behavioral Health Consultant	Move from Grade 7 to Grade 9
601538	Behavioral Health Consultant	Move from Grade 7 to Grade 9
601539	Behavioral Health Consultant	Move from Grade 7 to Grade 9
601540	Behavioral Health Consultant	Move from Grade 7 to Grade 9

The financial impact associated with the proposed reclassifications is as follows:

<u>Position Title</u>	2021	2021	<u>Difference</u>
	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	
Project Specialist	Pro 5: 54,905.41	Pro 7: 65,091.67	10,186.26
QA Technician	Pro 7: 65,091.67	Pro 8: 70,997.30	5,905.63
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
BH Consultant	Pro 7: 65,091.67	Pro 9: 77,647.88	12,556.21
TOTAL:			141,653.99

BE IT FURTHER RESOLVED, that the reclassifications are effective the first full pay period following the date of submission to the Human Resources Department.

TO: Board of Commissioners Finance Committee
FROM: Michael A. Townsend, Budget Director
DATE: October 5, 2021
SUBJECT: 2022 Appropriations Resolution
For the meeting agendas of 10/20/21 Finance

BACKGROUND

Attached is the 2022 Appropriations Resolution, which will adopt the 2022 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget hearing held on September 8, 2021.

ALTERNATIVES

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

FINANCIAL IMPACT

This resolution will adopt Ingham County's spending plan for 2022. The details of this budget can be found in the "2022 Ingham County Budget as Recommended by the Finance Committee" that will be distributed to the Board of Commissioners at the October 12, 2021 meeting and available on line.

OTHER CONSIDERATIONS

A public hearing on the 2022 Budget will be held at the Board of Commissioners meeting on Tuesday, October 26, 2021. A notice of public hearing will appear in the City Pulse on Wednesday, October 13, 2021.

RECOMMENDATION

The Controller's Office recommends the adoption of the 2022 Appropriations Resolution as recommended by the Finance Committee.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

INGHAM COUNTY 2022 GENERAL APPROPRIATIONS RESOLUTION

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

WHEREAS, county offices, the courts, county departments, and others have submitted requests for a county appropriation in the 2022 budget; and

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

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

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

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

THEREFORE BE IT RESOLVED, that the 2022 Ingham County Budget, as set forth in the Finance Committee Recommended Budget, dated September 8, 2021 and incorporated by reference herein, is hereby adopted on a basis consistent with Ingham County's Budget Adoption and Amendment Policies and subject to all county policies regarding the expenditure of funds and the conditions set forth in this resolution.

BE IT FURTHER RESOLVED, that the following tax levies are hereby authorized for the 2021 tax year/2022 budget year for a total county levy of **11.9444** mills, including authorized levies for General Fund operations and special purpose millages:

2021/22 Millage Summary

<u>Purpose</u>	<u>Millage</u>
General Operations	6.7151
General Operations – Indigent Veterans Support	.0328
Special Purpose - Emergency Telephone Services	.8483
Special Purpose - County-wide Transportation	.5988
Special Purpose - Juvenile Justice	.5983
Special Purpose - Potter Park Zoo and Potter Park	.4986
Special Purpose – Farmland/Open Space Preservation	.1395
Special Purpose – Health Care Services	.6281
Special Purpose – Trails and Parks	.4986
Special Purpose – Animal Shelter	.2393

Special Purpose – Justice	.8476
Special Purpose – Elder Person	.2994

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Acts 106 and 107, 1985 (Convention Facility Tax revenue) shall not be used to reduce the County's 2021/2022 operating millage as defined by Public Act 2, 1986.

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

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Act 264 of 1987 (Health and Safety Fund Act) shall not be used to reduce the County's 2021/2022 operating millage levy, and that 11/17 of the actual Health and Safety Fund Act revenue not used to reduce the County's operating tax rate shall be appropriated to the Ingham County Health Department budget for those public health prevention programs and services whose costs are in excess of 1989 appropriation levels.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

BE IT FURTHER RESOLVED, that any request for reappropriation to the 2022 budget of funds not spent in 2021 for a specific project must be received by the Budget Office no later than March 15, 2022, otherwise the request for reappropriation will not be considered.

BE IT FURTHER RESOLVED, that any project originally approved by the Board of Commissioners prior to January 1, 2018 will not be considered for reappropriation, and, if necessary, the project may be considered as a new request.

Agenda Item 13b

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: October 8, 2021
SUBJECT: Resolution Approving a Statement of Work Under the Master Services Agreement Between LynxDx, Inc. and Ingham County for Employee Covid-19 Testing

BACKGROUND

The COVID-19 testing policy for non-COVID-19 vaccinated Ingham County employees takes effect on November 1, 2021. As a mandated employer requirement, Ingham County is required to pay for COVID-19 testing for unvaccinated employees. LynxDx has provided a Statement of Work under the Master Services Agreement with Ingham County to provide testing.

ALTERNATIVES

The County could seek another vendor, which could be more time consuming and less cost effective, delaying the start of testing.

FINANCIAL IMPACT

The cost will be \$40 per SARS-CoV-2 test with a one-time setup fee of \$5,000 for a custom web portal.

Funding for the testing and web portal will be through American Rescue Plan Act funds.

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objective of preventing and controlling disease.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A STATEMENT OF WORK UNDER THE MASTER SERVICES AGREEMENT BETWEEN LYNXDX, INC. AND INGHAM COUNTY FOR EMPLOYEE COVID-19 TESTING

WHEREAS, a Master Services Agreement between LynxDx, Inc., and Ingham County was signed on May 5, 2021 for COVID-19 testing at the Human Services Building; and

WHEREAS, the COVID-19 testing policy for non-COVID-19 vaccinated Ingham County employees takes effect on November 1, 2021; and

WHEREAS, as a mandated employer requirement, Ingham County is required to pay for COVID-19 testing for unvaccinated employees; and

WHEREAS, LynxDx has provided a Statement of Work under the Master Services Agreement with Ingham County to provide testing; and

WHEREAS, the cost for testing is \$40 per SARS-CoV-2 test with a one-time setup fee of \$5,000 to create a custom web portal for viewing test results.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Statement of Work with LynxDx, Inc. 120 W Main Street, Ste. 300, Northville, MI 48167 for \$40 per SARS-CoV-2 test with a one-time setup fee of \$5,000 for a custom web portal.

BE IT FURTHER RESOLVED, that funding for the testing and web portal will be through American Rescue Plan Act funds.

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

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

TO: Board of Commissioners County Services and Finance Committees
FROM: Gregg Todd, Controller
DATE: October 4, 2021
SUBJECT: Resolution to Utilize American Rescue Plan Funds to Fund an Apprenticeship Program Through Opportunity Knox Professional Apprenticeship Program
For the meeting agendas of October 19 and 20, 2021

BACKGROUND

\$500,000 of the First Tranche ARP funds was set aside for “career enhancement” and Opportunity Knox Professional Apprenticeship Program is requesting \$500,000 to broaden the organization’s job placement services throughout Ingham County. Opportunity Knox provides construction-related apprentice programs to over 120 participants yearly and focuses on providing on the job training. The apprenticeship program will also utilize a portion of the newly acquired Otto Middle School as a full-service construction lab site for training in excavating, pipe laying, lead and mold abatement and more.

This funding request will support the following activities:

• Supportive Services	\$300,000
○ Tuition, tools, clothing, iPad/tablet, childcare assistance, etc.	
• Additional Personnel	\$110,000
○ FT career coach, FT instructor, PT administrative assistant	
• Construction Equipment for Onsite Lab at Otto Middle School	\$60,000
○ Welding equipment, construction equipment, CRM database, etc.	
• Certification Funding	\$30,000
• TOTAL	\$500,000

ALTERNATIVES

Look for additional career enhancement funding opportunities

FINANCIAL IMPACT

The funding would come from the ARP First Tranche Amount.

OTHER CONSIDERATIONS

Please find attached Opportunity Knox’s proposal and additional information.

RECOMMENDATION

Respectfully recommend approval of the resolution.



OPPORTUNITY KNOX

PROFESSIONAL APPRENTICESHIP PROGRAM



OPPORTUNITY KNOX

PROFESSIONAL APPRENTICESHIP PROGRAM

APPRENTICESHIP PROGRAM
PRESENTATION

PRESENTATION AGENDA

"Our apprentices work at multiple scales and with various organizations from private clients to corporates & NGOs"



OPPORTUNITY KNOX
PROFESSIONAL APPRENTICESHIP PROGRAM

01

COMPANY HISTORY

02

WHO WE ARE

03

EQUITY

04

ABOUT US

05

VISION

06

MISSION

07

OUR SERVICES



OPPORTUNITY KNOX
PROFESSIONAL APPRENTICESHIP PROGRAM

COMPANY HISTORY

2008

HOW WE STARTED

We initially started as a mentorship, recreational, and reading program for men 18 years of age and up.

2010

APPRENTICESHIP TRAINING

Began partnering with the Unions and offering construction training for our participants.

2009

CONSTRUCTION PARTNERSHIP

We partnered with a construction company in the Muskegon and started offering on-the-job training for men, women, and all individuals 18 years of age and older.

2014

APPRENTICESHIP ACCREDITATION

Received Apprenticeship Accreditation through the US Department of Labor and began offering training under the NABTU curriculum.

Opportunity Knox has apprentices and community collaborations in Muskegon, Grand Rapids, Detroit, and Lansing, Michigan.



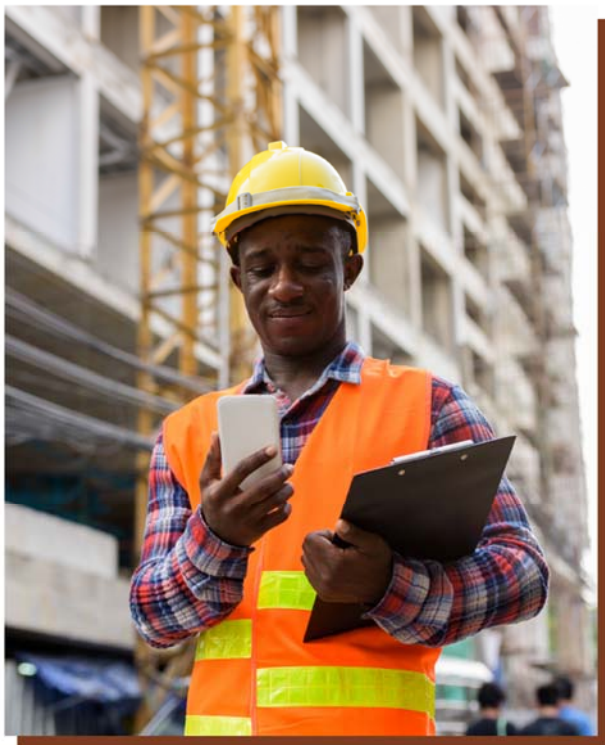
WHO WE ARE



During the recession, the state of Michigan lost a considerable amount of its construction jobs, it was one of the greatest hit among all major industries.

Opportunity Knox is a minority-owned and operated organization dedicated to bringing education, empowerment, mentorship, community service/involvement, and technology training and/or programming within the reach of urban communities.

We have provided training and programming services to over 300 men on the west side of the state and expanded our services to all individuals (all genders) over 18 years of age with a high school diploma or GED.



EQUITY

Increased employment is not enough for an equitable recovery of the economy. Training and education must also be a priority.

Opportunity Knox is founded on the evidence that there are a tremendous number of marginalized and disenfranchised individuals. They face significant barriers in urban communities and thus need the training and programs we provide.

As the economy fluctuates, new construction jobs must include middle-class career paths and training in skills for the green economy. Our apprenticeship program provides one of the best models to add industry value and high-quality careers. They directly benefit the construction industry, job placement, the greater community, our participants and their families.




OPPORTUNITY KNOX
PROFESSIONAL APPRENTICESHIP PROGRAM



ABOUT US

Opportunity Knox has the expertise to meet the immediate challenges of short and long-term development opportunities for individuals throughout the community. The combined diversity and experience in our apprenticeship program provides over 30 years of expertise.


With those 30 years come negotiation experience with a variety of corporate executives, government officials, and community organizations. Understanding the value of community engagement at all levels throughout Michigan and the Midwest makes our program exceptional.



We provide excellent classroom and on-the-job training opportunities for anyone willing and ready to learn.



OPPORTUNITY KNOX
PROFESSIONAL APPRENTICESHIP PROGRAM



NABTU (North America's Building Trades Unions) a nationally recognized Multi-Craft Core Curriculum (MC3)



VISION

MENTORSHIP

The foundation of our program is mentorship. We are not just concerned with getting them trained and certified. We are also concerned about what's going on in their lives and how we can meet the need.

ALTERNATIVE SECONDARY EDUCATION

Everyone does not want to go to a two- or four-year college/university. Everyone should know that they have the option to attend trades programs like Opportunity Knox.

COMMUNITY

We firmly believe that the types of programs that we offer are integral to the building and sustainability of communities.

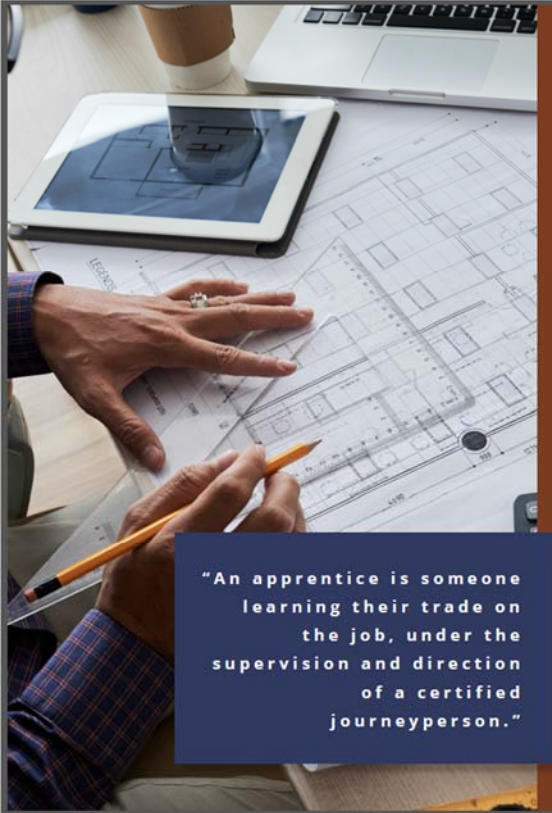


OPPORTUNITY KNOX



MISSION

- ✓ To provide mentoring, training, and programs that meet the needs of the whole person.
- ✓ To provide industry-based skills to individuals who have a desire to learn a set of occupational skills.
- ✓ To provide skilled apprentices to employers.
- ✓ To provide classroom training that combines on-the-job/hands-on training, which in turn produces a qualified and certified journeyperson.



OUR SERVICES



APPRENTICESHIP TRAINING

We serve historically underserved populations by providing the training necessary to produce the safest, most highly skilled and productive construction workers in the world.



CONSTRUCTION AND GENERAL CONTRACTING

We coordinate and supervise every aspect of a building or remodeling project. This includes securing the proper permits for the project and hiring, scheduling and overseeing the work of other subcontractors such as carpenters, plumbers, electricians, etc.



FACILITIES MANAGEMENT AND SUPPORT SERVICES

We encompass multiple disciplines to ensure functionality, comfort, safety, and efficiency of the built environment. We accomplish by integrating people, place, process, and technology.



MENTORSHIP

We walk along side our apprentices and serve as a mentor for the duration of their involvement in the program and in a lot of cases, even after completion.



The United States Department of Labor

Office of Apprenticeship Certificate of Registration of Apprenticeship Program

Opportunities Knox

Leaving Michigan

for the Trade Classification of: Construction Craft Laborer

*Registered as part of the National Apprenticeship System
in accordance with the basic standards of apprenticeship
established by the Secretary of Labor*

October 22, 2014

Date

W1007147248

Registration No.



John V. Hill
Secretary of Labor
Department of Labor



OPPORTUNITY KNOX
PROFESSIONAL APPRENTICESHIP PROGRAM

**THANK
YOU**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO UTILIZE AMERICAN RESCUE PLAN FUNDS TO FUND AN
APPRENTICESHIP PROGRAM THROUGH OPPORTUNITY KNOX PROFESSIONAL
APPRENTICESHIP PROGRAM**

WHEREAS, H.R. 1319 of the 117th Congress, also known as the American Rescue Plan Act of 2021 became law on March 11, 2021; and

WHEREAS, *Subtitle M – Coronavirus State and Local Fiscal Recovery Funds* of the American Rescue Plan provides funding to metropolitan cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID–19); and

WHEREAS, eligible uses of the American Rescue Plan funds include:

- (A) to respond to the public health emergency with respect to COVID–19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- (B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- (C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency;
- (D) to make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, Ingham County is will receive \$56,796,438 in American Rescue Plan funds in two separate tranches of \$28,398,219, the First Tranche Amount was received on May 20, 2021 and the Second Tranche Amount not earlier than 12 months after the first tranche payment is received; and

WHEREAS, \$500,000 of the First Tranche Amount was set aside for career enhancement services; and

WHEREAS, Opportunity Knox Professional Apprenticeship Program is requesting American Rescue Plan funds to broaden the organization’s job placement services throughout Ingham County in the amount of \$500,000 for the following:

- Supportive Services \$300,000
 - Tuition, tools, clothing, iPad/tablet, childcare assistance, etc.
- Additional Personnel \$110,000
 - FT career coach, FT instructor, PT administrative assistant

- Construction Equipment for Onsite Lab at Otto Middle School \$60,000
 - Welding equipment, construction equipment, CRM database, etc.
- Certification Funding \$30,000; and

WHEREAS, Opportunity Knox is a United States Department of Labor registered apprenticeship program that provides on the job apprenticeship programs for over 120 Ingham County residents per year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes \$500,000 to Opportunity Knox Professional Apprenticeship Program from the American Rescue Plan First Tranche Amount funds.

BE IT FURTHER RESOLVED, that the Controller's Office will ensure the funding is eligible and meets the reporting criteria for American Rescue Plan Act funding.

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

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