

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

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

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 19, 2022 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 5, 2022](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office – Resolution to Authorize an Interlocal Agreement with the City of Lansing for the 2022 Local [JAG Grant](#)
2. Circuit Court – Juvenile Division
 - a. Resolution to Accept the [Michigan Drug Court Grant](#) Program for the Ingham County Family Recovery Court
 - b. Resolution to Authorize an Agreement with Rite of Passage – [Safe Passage](#)
 - c. Resolution to Authorize a Statement of Work with [Imagesoft](#) for the Purchase of Scanners
3. Public Defenders Office
 - a. Resolution to Approve an Agreement with the [City of East Lansing](#) for Its Local Share Contribution under the County's Michigan Indigent Defense Commission 2022-2023 Compliance Plan
 - b. Resolution to Approve an Agreement with the [City of Lansing](#) for Its Local Share Contribution under the County's Michigan Indigent Defense Commission 2022-2023 Compliance Plan
4. Animal Control and Shelter – Resolution to Approve the Creation of an [Animal Control Officer](#) Position
5. Equalization/Tax Mapping – Resolution to Approve the [2022 Apportionment Report](#)
6. Michigan Rehabilitation Services – Resolution to Authorize a Cooperative Cash Match Agreement with [Michigan Rehabilitation Services](#)
7. Environmental Affairs Commission – Resolution to Create an [Environmental Sustainability Manager](#) Position
8. Parks Department – Resolution to Authorize the Transfer of Wages to [Equipment Repair](#) Line Item

9. Potter Park Zoo
 - a. Resolution to Authorize an Agreement with [PepsiCo](#) for Beverage Services at Potter Park Zoo
 - b. Resolution to Authorize an Agreement with [HMK Landscaping](#) for Tree Felling Services at Potter Park Zoo
10. Health Department
 - a. Resolution to Amend the Agreement with [Walgreens](#) to Update the Definition of Covered Entity Location and Add Store #21186 to the 340B Drug Discount Program
 - b. Resolution to Authorize an Agreement with [PROCe](#) for Behavioral Wellness Seminar
 - c. Resolution to Accept Contract Funds from [Mid-State Health Network](#)
 - d. Resolution to Change Position #601043 ([Community Health Representative II](#)) from 1.0FTE to 0.50FTE
 - e. Resolution to Accept FY 2023 [Child and Adolescent Health Center](#) Program Funds
 - f. Resolution to Accept FY 2023 [MIKIDS NOW](#) Funds
 - g. Resolution to Issue a Purchase Order to [Foresight](#) for the Signage Project at Allen Community Health Center
 - h. Resolution to Authorize an Agreement with [Iron Mountain, Inc.](#) to Remove Off-Site Storage Records
 - i. Resolution to Authorize Agreements with [Kids Health Connection](#) to Act as the Fiduciary/Payee for Agency Funding
11. Innovation & Technology Department
 - a. Resolution to Approve Pluralsight Staff Training from [CDWG](#)
 - b. Resolution to Approve Redundant Internet Service Provided by [Lumen](#)
 - c. Resolution to Approve Security Cameras for Youth Center Provided by [KnightWatch](#)
12. Facilities Department
 - a. Resolution to Authorize a Purchase Order to [Seelye Group Ltd.](#), to Replace the Carpet in Courtroom 5 and Judge's Suite at the Veterans Memorial Courthouse
 - b. Resolution to Authorize an Agreement with [Laux Construction](#) for Security Improvements at the Ingham County Family Center
13. Road Department – Resolution to Amend an Engineering Design Services Contract with [DLZ Michigan, Inc.](#) for the Holt Road Bridge over Doan Creek (SN 3869)
14. Controller/Administrator's Office – Ingham County [2023 General Appropriations](#) Resolution

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 5, 2022
Draft Minutes

Members Present: Grebner, Peña, Polsdofer, Schafer, and Stivers.

Members Absent: Crenshaw and Tennis.

Others Present: Gregg Todd, Tori Meyers, Derrick Quinney, Trisha Gerring, Roxanne Case, Doug Deeter, Madison Hughes, and others.

The meeting was called to order by Chairperson Grebner at 6:00 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 21, 2022 Minutes

CHAIRPERSON GREBNER STATED, WITHOUT OBJECTION, MINUTES OF THE SEPTEMBER 21, 2022 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioners Crenshaw and Tennis.

Substitute

5. Law & Courts Committee – Resolution Authorizing 2023 Agreements for Juvenile Justice Community Agencies

Additions to the Agenda

11. Board of Commissioners Office
b. Resolution to Authorize an Agreement with the State Court Administrative Office for Reimbursement of State Litigation Costs Under MCL 800.453
12. Treasurer's Office – Resolution Making Limited Tax Pledge for Ingham County Land Bank Fast Track Authority Series 2022 Note

Limited Public Comment

None.

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

1. Financial Services – Presentation of the Audit and Financial Statements for 2021 (*Please Bring the Annual Financial Comprehensive Report Previously Distributed*)

2. Prosecuting Attorney's Office – Resolution to Accept the 2018 SAKI Grant with the Michigan State Police and to Authorize a Subcontract with the Jackson County Prosecutor's Office and the Blackman Leoni Township Department of Public Safety
3. Circuit Court – Resolution to Authorize a Contract Increase for Jill Rhode, CPA to Continue Providing Essential Bookkeeper Services for 30th Circuit Court, General Trial Division
4. Controller's Office – Resolution to Extend the Agreement for Temporary Jail Medical Services with Advanced Correctional Healthcare, Inc., through December 31, 2022
5. Law & Courts Committee – Resolution Authorizing 2023 Agreements for Juvenile Justice Community Agencies
6. 9-1-1 Central Dispatch Center – Resolution to Authorize Language Interpretation Services Agreements for the 9-1-1 Center
7. Circuit Court – Family Division – Resolution to Authorize a Three-Year Contract with Ingham Intermediate School District for Educational Instruction at the Ingham Academy
8. Health Department
 - a. Resolution to Authorize a 2022-2023 Agreement with the Michigan Department of Health and Human Services for the Delivery of Family Planning Services
 - b. Resolution to Extend the Lease Agreement with CAMAO, Properties LLC
 - c. Resolution to Renew a Provider Agreement with Ingham Health Plan Corporation
9. Register of Deeds Office
 - a. Resolution to Authorize the Purchase of ScanPro 3000 Digital Microfilm Reader
 - b. Resolution to Extend the Agreement for the Records Management Software for the Register of Deeds Office with Fidlar Technologies
10. Human Resources Department
 - a. Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2023 and Authorizing Letters of Agreement with Bargaining Units
 - b. Resolution to Waive the Public Act 152 Health Care Requirements for 2023
 - c. Resolution to Approve UAW TOPS Unit Reclassification Requests
11. Board of Commissioners Office –
 - a. Resolution Entering into an Agreement with Granicus for a FOIA Management Program
 - b. Resolution to Authorize an Agreement with the State Court Administrative Office for Reimbursement of State Litigation Costs Under MCL 800.453

12. Treasurer's Office – Resolution Making Limited Tax Pledge for Ingham County Land Bank Fast Track Authority Series 2022 Note

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw and Tennis.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw and Tennis.

Announcements

Commissioner Peña invited those present to the Alfreda Schmidt Community Center on October 7, 2022 for an event in honor of Hispanic Heritage Month. He further stated the event would include food, dancing and music from 10:00 a.m. to 5:00 p.m.

Commissioner Peña stated the Jack-O-Lantern's Unleashed would be available for Ingham County employees on October 6, 2022 at 8:00 p.m. and would officially open to the public October 7, 8, and 9, 2022. He further stated that ticket prices began at five dollars, with children under 14 years of age being free.

Commissioner Peña stated that there would be a social permit, which would allow attendees to enjoy the Jack-O-Lantern's with an alcoholic beverage and a designated driver.

Commissioner Schafer reminded Chairperson Grebner that he believed the Financial Services Audit presentation was still needed.

Chairperson Grebner apologized and confirmed the Financial Services Audit would be conducted after Commissioner Announcements.

1. Financial Services – Presentation of the Audit and Financial Statements for 2021 (*Please Bring the Annual Financial Comprehensive Report Previously Distributed*)

Doug Deeter, Rehmann Partner, provided a presentation on the Audit and Financial Statement for 2021.

Commissioner Peña stated that he was a newer commissioner, and that he was not as familiar with everything at this point. He further asked what expenses were reflected in the Other Revenues and Transfer In categories.

Mr. Deeter stated a Transfer In occurred when the General Fund received other Ingham County funds. He further explained that the next slide would show the Transfer Out, which referred to the General Fund providing funds to other Ingham County funds, which would be considered intercounty activity between funds.

Commissioner Peña asked for clarification on the Other Revenues.

Mr. Deeter stated he did not have an answer for the Other Revenues category, and that he would have to look at the information. He asked Tori Meyers, Finance Director, if she had any information available to answer.

Ms. Meyers stated a lot of the Other Revenues would be miscellaneous revenues. She further explained park fees could be reflected in the Other Revenues category.

Commissioner Peña asked for further clarification on the miscellaneous revenues.

Ms. Meyers stated that it could be anything that did not fall into the other revenue categories. She further explained that the sale of assets, such as the yearly auction, would be categorized as miscellaneous revenue.

Mr. Deeter confirmed the Other Revenues category was made up of several different accounts and would be considered a catch-all category.

Commissioner Peña stated District 10 had recently conducted a birthday party for a young girl, and that the District had a money order of approximately \$1,000 written to the Ingham County Animal Control Shelter as a donation. He asked if this type of expense would be reflected in the Other Revenues category.

Ms. Meyers confirmed that a donation would be reflected in the Other Revenues category.

Mr. Deeter continued his presentation.

Commissioner Schafer asked what the State of Michigan's requirement was to fund the retirement system. He further stated that he believed Municipal Employees' Retirement System of Michigan (MERS) would be increasing the requirement dramatically.

Commissioner Schafer asked for clarification regarding the return on investments.

Gregg Todd, Ingham County Controller, stated the total liability was \$531 million, with approximately \$340 million being paid and approximately \$190 million remaining.

Commissioner Schafer asked if MERS had asked Ingham County to increase the contribution.

Mr. Todd stated MERS had asked Ingham County increase their contribution each year. He further stated Ingham County had contributed an additional \$2 million in 2021.

Mr. Todd stated that the Plan Fiduciary Net Position as Percentage of Total Pension Liability had decreased from 66.8% to 59.8% from December 31, 2018 to December 31, 2019. He explained that this reflected when Ingham County changed the estimates of what their return would be, which then impacted the percent funded.

Commissioner Schafer asked how this would impact in the near future.

Ms. Meyers stated in 2023, MERS had an overall decrease, because the investment earnings were strong in 2022 so they would taper back. She further stated Ingham County would plan to budget 2023 slightly over what would be required, and would continue to monitor the budget to stay ahead.

Ms. Meyers stated that it appeared to be a bad year financially in the investment market, but stated if the contribution remained steady, Ingham County would be fine. She further stated they do not want to lose any ground, which was why the additional \$2 million would assist to bring Ingham County even for the expected 2023 budget.

Chairperson Grebner asked if Total Pension Liability was the net present value of the expected benefits with a normal actuary evaluation on how long the retirees would live. He further asked if this would include benefits payable to the current employees who are still on payroll.

Mr. Deeter stated it would include current employees, if the employee had the pension plan that included their expected retirement date through their lifespan.

Commissioner Grebner stated the hybrid system allowed people to join this plan at any time. He further asked if this would include benefits that would be payable approximately 70 years from now.

Mr. Deeter stated that they would potentially be included.

Commissioner Grebner stated that if Ingham County hired an employee in their 20's who lived into their 90's, that would be 70 years from now.

Mr. Deeter continued his presentation.

Commissioner Schafer asked Mr. Deeter what an ideal percentage would be for the Plan Fiduciary Net Position as 40% seemed to be a low requirement for healthcare funding.

Mr. Todd stated that the State of Michigan varied on the percentage requirements.

Mr. Deeter recommended funding as much as possible, within the budget constraints, for Retirement Healthcare funds. He stated there were no requirements at the State level for Retirement Healthcare funds, other than the annual contribution that would be required to MERS.

Mr. Deeter stated there were specific milestones that are required to be met. He further stated that if they had not been met, an explanation on how the milestone would be accomplished would need to be provided.

Commissioner Schafer stated there were some units of government in Ingham County that were substantially below where he would feel comfortable.

Commissioner Grebner stated his agreement, and that he could probably guess who Commissioner Schafer had referred to. He further stated that Ingham County made an agreement to join MERS and would make the required contribution along with any additional contributions.

Commissioner Schafer stated the retiree's healthcare would be another issue.

Commissioner Grebner stated his agreement and that this would require a State law which would trigger Headlee and require the State of Michigan to complete this. He further stated the State of Michigan would complete this by sending lots of advice and brochures, providing conferences, and posting names on the website.

Commissioner Grebner stated that there could not be a requirement if the State of Michigan did not provide funding to local governments. He further asked if the dramatic drop in percentage from 2017 to 2018 resulted from the modifications made to the Retiree Healthcare.

Mr. Deeter stated that such modification would cause that type of change.

Commissioner Grebner stated that modification had happened in 2012, and the decrease might be where it caught up with Ingham County.

Ms. Meyers stated that she was unsure, but that the Retiree Trust Fund was established in either 2008 or 2010 and that prior to then, it would be a pay as you go system. She further stated this was a relatively new fund and currently had \$42 million

Ms. Meyers asked for clarification on Commissioner Grebner's question.

Commissioner Grebner stated that in 2012, Ingham County Board of Commissioners adopted a number of changes to the pension and Retiree Healthcare system and had cut back on benefits. He further stated that he was unsure of all the details now, but asked if the dramatic drop that was seen from 2017 to 2018 could be related to the changes made in 2012.

Ms. Meyers stated the decrease seen from 2017 to 2018 resulted from the benefit changes made in 2012. She further stated that if the retiree had less than ten years of service at the time of retirement, they would have to cost-share up to 100%.

Ms. Meyers explained that if the retiree had 15 years of service at the time of retirement, they would have to cost-share up to 75%, and 20 years would be up to 50%. She further explained that the more years provided by the employee, the less they would pay for retiree health coverage, and the less time an employee spent with Ingham County could require them to pay for some or all of the premium costs.

Commissioner Grebner stated that the 2012 Board of Commissioners adopted a number of reforms by a very narrow vote. He further stated those adoptions would make the numbers in the audit tractable, not intractable.

Mr. Deeter stated there were more details on this information included in the report. He further stated that Rehmann had not conducted the audit in 2017 and 2018 but the prior audit report stated that the discount rate used in 2017 was 3.75%, and was 6% in 2018.

Mr. Deeter stated that the discount rate, or Expected Investment Return, would impact the Total Liability as well.

Commissioner Grebner stated Ingham County had used a very small discount rate.

Mr. Deeter confirmed Ingham County had used a small discount rate in 2017, and that it could have been due to the Retiree Trust fund recently being established. He further stated that they could have used a lower discount rate to ensure the investments had landed and to determine what type of return would be received.

Mr. Deeter stated this was an assumption and that he did not have the exact answer.

Commissioner Grebner stated that it would be a mystery.

Mr. Deeter stated there were additional benefit changes in 2020 which had reflected the Liability as well. He further stated that there were no exact dollar amounts provided and that everything provided was an estimate.

Commissioner Schafer asked if the Ingham County Treasurer's Office had invested these funds.

Ms. Meyers stated Morgan Stanley was the investment firm.

Commissioner Schafer asked what the parameters for Morgan Stanley were, as the Treasurer's Office would have restrictions.

Ms. Meyers stated that Morgan Stanley would have to comply with PA22 due to the funds being governmental funds.

Mr. Deeter corrected Ms. Meyers and stated that if Pension and Retirement Healthcare Plans are in an invested, irrevocable Trust Fund, the investment options would be much larger than what the Treasurer's Office would be able to invest at the County.

Commissioner Schafer stated that he would be interested to learn how Morgan Stanley had invested. He further stated that at the Tri-Color Office of Aging, the returns were so low that in 10 years it would be gone.

Mr. Deeter stated that there was a separate public act that pertained to pension and healthcare acts that provided Stanley Morgan with a much wider range of options to use for those types of investments. He further stated that he was unsure if Morgan Stanley had funds in Conservative or Moderate investments.

Commissioner Schafer stated that such information would be interesting for the future.

Mr. Todd stated he would locate the answer.

Mr. Deeter continued with his presentation.

Mr. Deeter stated that Ingham County would be required to have a policy to identify, when these federal funds are passed to an unrelated third party, that they are following some recipient monitoring as a required as a part of the Grant Agreement.

Mr. Todd asked if the recipient monitoring had been including in the contracts.

Mr. Deeter stated it had been included in the contracts.

Chairperson asked if this was a person on Ingham County payroll.

Mr. Todd stated that the recipients of the funding are required to do some monitoring.

Mr. Deeter clarified that Ingham County would be required to monitor the recipients.

Mr. Todd stated his agreement.

Ms. Meyers stated Ingham County had completed four sight visits in 2022 and were hopeful to do more before the end of 2022.

Commissioner Grebner stated that this was a question of Ingham County staff as Ingham County would be responsible to complete these audits.

Mr. Deeter continued his presentation.

Commissioner Peña asked for clarification on the word escheating.

Mr. Deeter clarified that the State of Michigan had a manual on escheating and that it would transferring control of uncashed checks from local governments to the State of Michigan.

Commissioner Grebner stated it could include uncashed checks, lost deposits, or money found.

Mr. Deeter stated that it would try to relieve the burden from local governments to hold on to these checks and the State of Michigan would put the information on their website so people would be able to locate their lost money.

Mr. Deeter continued his presentation.

Commissioner Grebner asked if the issue that was not reflected would be an issue for 2023 as well.

Mr. Deeter stated he believed it would be an issue 2023.

Commissioner Grebner asked if it would be an issue in 2024.

Mr. Todd stated he was hopeful they would begin to resolve this issue by 2024 or 2025.

Mr. Deeter continued his presentation.

Commissioner Grebner stated the Trails and Parks Millage had been afraid the Board of Commissioners would budget into a deficit. He further stated they had \$10 million and were not an issue now.

Commissioner Stivers stated in 2020, there had been a finding on the Trails and Parks Millage Fund and it had not appeared on this audit.

Commissioner Grebner stated that the finding had been that the budgeting was handled as an expenditure and had grown so large that it became a major fund.

Commissioner Stivers asked if the Trails and Parks Millage Fund would be considered a major fund this year.

Mr. Deeter confirmed it had not been considered a major fund this year.

Commissioner Grebner stated that the Trails and Parks Millage Fund had learned the distinction between budgeting and spending money.

Commissioner Stivers they were working on it.

Commissioner Grebner stated that it was a good thing that Mr. Deeter had not mentioned the Trails and Parks Millage Fund.

Mr. Deeter continued his presentation.

Commissioner Peña asked for clarification on the acronym GASB.

Mr. Deeter stated it stood for Governmental Accounting Standards Board and they set the standards for the United States.

Commissioner Peña requested clarification on the acronym LIBOR.

Mr. Deeter stated LIBOR was the London Interbank Offered Rate.

Commissioner Peña thanked Mr. Deeter for the clarification.

Discussion.

Commissioner Schafer commended Mr. Deeter on his overview and thanked him for providing the presentation to the Finance Committee.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:38 p.m.

OCTOBER 19, 2022 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 an Interlocal Agreement with the City of Lansing for the 2022 Local JAG Grant*

This resolution will authorize entering into an interlocal agreement between Ingham County and the City of Lansing to accept the \$137,639 allocated portion of the 2022 Local Justice Assistance Grant (JAG) for the time period of October 2022 through September 2024. The Sheriff's Office has been allocated \$15,455 from the total grant award, leaving the Lansing Police Department with the amount of \$122,184. The awarded funds will be used to assist in the purchase of lockable Havis storage boxes with electronic trays to be installed in the rear portion of patrol vehicles.

See memo for details.

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

This resolution will authorize accepting a grant award from the Michigan Drug Court Grant Program for the Ingham County Circuit Court's Family Recovery Court for the sum of \$118,000, which includes continued employment of a three-quarter time Family Recovery Court Coordinator and a Special Part-Time Family Recovery Court Program Assistant position, for the period of October 1, 2022 through September 30, 2023. This will also approve a subcontract with Mid-Michigan Recovery Services (MMRS) to provide peer recovery coaches and clinical staff at team meetings with a total cost not to exceed \$1,003 for the duration of this grant period. These funds are used to provide enhanced services to participants who are petitioned to the Circuit Court for child abuse and neglect with their primary barrier being substance use.

See memo for details.

- 2b. **Circuit Court – Juvenile Division** – *Resolution to Authorize an Agreement with Rite of Passage – Safe Passage*

This resolution will authorize an agreement with the Rite of Passage – Safe Passage program for placement of adjudicated youth for a per diem not to exceed \$713.28 for the time period of October 1, 2022 through September 30, 2023. This program serves male and female youth ages 10 through 18 and provides a short-term secure diagnostic evaluation. The average length of stay for youth in the program is 30-60 days. Although this per diem is higher than average for residential programming, the services offered are more extensive and targeted for youth with complicated co-occurring issues. Funds for these placements are available within the Child Care Fund.

See memo for details.

2c. Circuit Court – Juvenile Division – Resolution to Authorize a Statement of Work with Imagesoft for the Purchase of Scanners

This resolution will authorize the purchase of one high capacity scanner and two desktop scanners pursuant to ImageSoft Statement of Work No. 22678 for a price not to exceed \$8,432. The Juvenile Division has been working with ImageSoft to build and implement a document management system, and is requesting authorization to purchase one high capacity and two desktop scanners necessary for the scanning of documents. The high capacity scanner will be used for back scanning of casework and legal files. The other desktop scanners will be located at the Ingham County Youth Center and the front desk of the Juvenile Division for scanning of incoming documents.

See memo for details.

3a. Public Defenders Office – Resolution to Authorize an Agreement with the City of East Lansing for Its Local Share Contribution under the County’s Michigan Indigent Defense Commission 2022-2023 Compliance Plan

3b. Public Defenders Office – Resolution to Authorize an Agreement with the City of Lansing for Its Local Share Contribution under the County’s Michigan Indigent Defense Commission 2022-2023 Compliance Plan

These resolutions will authorize agreements whereby the Cities of East Lansing and Lansing will pay their 2022-2023 local shares of the Michigan Indigent Defense Commission (MIDC) grant to Ingham County. A grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2022 through September 30, 2023, and the budget was approved for an amount of up to \$7,036,057.78, including a local share of \$929,081.63. The local share will be split among Ingham County (\$890,346.63), the City of Lansing (\$22,158), and the City of East Lansing (\$16,577). The local share payments are increased 3.0% over the initial local share calculation, as required by the Michigan Indigent Defense Act.

See memo for details.

4. Animal Control – Resolution to Approve the Creation of an Animal Control Officer Position

This resolution will approve the creation of an additional Animal Control Officer (CCLP Animal Control Grade 2) to the Ingham County Animal Control & Shelter (ICACS). In August 2022, a millage was passed to fund the continued operation of the ICACS. When this millage was proposed to the Board of Commissioners, part of the funding was intended to be used for the creation of an Animal Control Officer (ACO) position which would allow ICACS to create a detective position as a special assignment within the ACO unit, which will provide for proactive investigations into criminal activities such as dogfighting and inhumane animal breeding operations. It is requested that this position be created upon passage of this resolution. Funds are available within the Animal Shelter Millage fund balance to cover any costs incurred in 2022.

See memo for details.

5. Equalization Department – Resolution to Approve the 2022 Ingham County Apportionment Report

This resolution approves the 2022 Ingham County Apportionment Report for presentation at the Finance Committee meeting on October 19, 2022.

See memo for details

6. Michigan Rehabilitation Services – Resolution to Authorize a Cooperative Cash Match Agreement with Michigan Rehabilitation Services

This resolution authorizes Ingham County to act as the fiduciary pass-through agency in a cash match agreement with Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, and placement supports to individuals with disabilities who are eligible for MRS services. Match funding is provided by Peckham, Inc. The agreement will not exceed \$233,333 (\$63,000 local match). The agreement with Michigan Rehabilitation Services will be for the time period of October 1, 2022 through September 30, 2023.

7. Environmental Affairs Commission – Resolution to Create an Environmental Sustainability Manager Position

This resolution creates an Environmental Sustainability Manager position to handle the increasing workload necessary to implement the recommendations from the energy audit and support the ongoing activities of the Environmental Affairs Commission (EAC). The responsibilities of the Environmental Sustainability Manager would include advising and assisting the EAC in its duties to make recommendations to the Board of Commissioners on the implementation of initiatives and policies designed to reduce energy use and greenhouse gas emissions while promoting community climate resilience, environmental stewardship, and sustainability in county operations.

The total long-term cost of the position at Step 5 is \$160,913.55. \$100,500 is included in the 2023 budget for the EAC. A contingency fund appropriation in an amount not to exceed \$60,413.55 will be necessary to fund the position.

8. Parks Department – Resolution to Authorize the Transfer of Wages to the Equipment Repair Line Item

This resolution requests authorization to transfer wages in the amount of \$27,556.41 to pay for contractual equipment repair costs. This is necessary because the mechanic position was vacant for an extended period of time. Transfers to or from the Personnel Cost Category require approval of the Board of Commissioners.

9a. Potter Park Zoo -Resolution to Authorize an Agreement with PepsiCo for Beverage Services at Potter Park Zoo

This resolution authorizes an agreement with PepsiCo for beverage services at Potter Park Zoo. PepsiCo has proposed an annual sponsorship of \$3,000 and a marketing fund of \$1,000. They also proposed a \$2.00 rebate per case/gallon on all purchased products, 35% commission on vending machines and 40 cases of donated water or soda. PepsiCo will supply all equipment needed to provide beverage service at Potter Park Zoo. An agreement with PepsiCo provides an additional revenue source for Potter Park Zoo. In 2021, Potter Park Zoo realized \$38,313 in revenue from PepsiCo sales.

9b. Potter Park Zoo - Resolution to Authorize an Agreement with HMK Landscaping for Tree Felling Services at Potter Park Zoo

This resolution authorizes an agreement with HMK Landscaping to provide tree felling services at Potter Park Zoo in an amount not to exceed \$96,750. There is \$25,000 available for this project in the 2022 Zoo CIP line item #25869900 974000 and \$50,000 budgeted in 2023 Zoo CIP projects for a total of \$75,000. The remaining \$21,750 is available in the zoo fund balance.

10a. Health Department - Resolution to Amend the Agreement with Walgreens to Update the Definition of Covered Entity Location and Add Store #21186 to the 340B Drug Discount Program

This resolution authorizes amending the existing agreement with Walgreens to both update the definition of “covered entity location” and to add Store #21186 to the CHC’s 340B drug discount program, effective upon approval and to be ongoing. There is no cost to participate in this agreement. This agreement will generate \$68,400 in annual savings, based on the volume of existing patients who presently receive prescription medications from Walgreens, Store #21186.

10b. Health Department - Resolution to Authorize an Agreement with PROCeu for a Behavioral Wellness Seminar

This resolution authorizes an agreement with PROCeu for a Behavioral Wellness Seminar effective upon approval through November 30, 2022 in an amount not to exceed \$8,550. Funding for this agreement is available through a Michigan Association for Local Public Health (MALPH) grant.

10c. Health Department - Resolution to Accept Contract Funds from Mid-State Health Network

This resolution authorizes the Health Department to receive \$221,106 from Mid-State Health Network (MSHN) and to enter into contracts for Substance Use Disorder (SUD) Prevention services, totaling \$104,311 and SUD Treatment services totaling \$116,795 for the period October 1, 2022 through September 30, 2023.

10d. Health Department - Resolution to Change Position #601043 (Community Health Representative II) from 1.0FTE to 0.50FTE

This resolution reduces position #601043 from a 1.0FTE position to a 0.50FTE position effective upon approval. This is necessary due to the loss of grant funds through the Michigan Breast and Cervical Cancer Control and Navigation Program. This position is currently vacant.

10e. Health Department - Resolution to Accept FY 2023 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, 2022 through September 30, 2023.

10f. Health Department - Resolution to Accept FY 2023 MIKIDS NOW Funds

This resolution authorizes accepting funding in an amount not to exceed \$150,000 from the MIKIDS NOW program to promote the mental health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2022 through September 30, 2023.

10g. Health Department - Resolution to Issue a Purchase Order to Foresight for the Signage Project at Allen Community Health Center

This resolution authorizes issuing a purchase order to Foresight for the completion of the signage project at Allen Community Health Center in an amount not to exceed \$5,622.81.

10h. Health Department - Resolution to Authorize an Agreement with Iron Mountain, Inc. to Remove Off-Site Storage Records

This resolution authorizes an agreement to move off-site storage records from Iron Mountain Inc. to Graphic Sciences Inc., effective upon approval in an amount not to exceed \$95,000. Funds for this agreement are included in the Health Department budget.

10i. Health Department - Resolution to Authorize Agreements with Kids Health Connection to Act as the Fiduciary/Payee for Agency Funding

This resolution authorizes an agreement with Kids' Health Connection (KHC) to act as a Medicaid Outreach Match Partner effective October 1, 2022 through September 30, 2023, in an amount not to exceed \$1,246,418. Ingham County Health Department (ICHHD) has partnered with Kids' Health Connection (formerly WCHAP) since 2014, acting as a Medicaid Match Partner whereby KHC offers a pediatric medical home implementation program. KHC coordinates an integrated system of early childhood support services that is voluntary, accessible, and culturally competent for families with children who are on Medicaid or are Medicaid eligible. KHC provides this service through a variety of avenues including telephone consultation, education, transportation, home visits, interpretation services, and asthma case management services. KHC's sustainability is dependent upon receiving Medicaid Outreach Match funds as the Medicaid Outreach Match Partner for KHC.

11a. Innovation & Technology Department – Resolution to Approve Pluralsight Staff Training from CDWG

This resolution approves an agreement with Pluralsight for online training for ITD technical staff to ensure they have access to the latest skills and best practices in the industry. Pluralsight offers a skillset analysis that will allow ITD to find the right topics needed to ensure staff are not wasting time with topics in which they are already proficient.

The funding for the \$20,470 total will come from the County's Innovation and Technology Department's Staff Development and Training Fund.

See memo for details.

11b. Innovation & Technology Department – Resolution to Approve Redundant Internet Service Provided by Lumen

This resolution approves an agreement with Lumen to provide a secondary (redundant) internet connection that can be used as overflow during normal times but also replace the primary should it experience an outage.

The funding for the not to exceed \$25,000 annual cost is budgeted and will come from the County's Communication Fund – Telephone.

See memo for details.

11c. Innovation & Technology Department – Resolution to Approve Security Cameras for Youth Center Provided by KnightWatch

This resolution approves an agreement with KnightWatch to provide and install security cameras at the Youth Center.

The funding will come from the County's Juvenile Justice Millage (#264-66400-978000) for \$9,000 and the department's account (101-14006-932000) for the remaining amount not to exceed \$500.

See memo for details.

12a. Facilities Department – Resolution to Authorize a Purchase Order to Seelye Group Ltd., to Replace the Carpet in Courtroom 5 and Judge’s Suite at the Veterans Memorial Courthouse

This resolution will authorize a purchase order to Seelye Group to replace the worn, faded, stretched, stained, and past its useful life carpet in the VMC’s Courtroom 5 and Judge’s suite. Seelye Group Ltd., who is on the MiDeals contract and therefore does not need three quotes per the Ingham County Purchasing Policy, submitted a proposal of \$41,458.35, and Facilities is requesting a contingency of \$3,000 for any uncovered conditions.

Funding is available in the approved 2022 CIP.

See memo for details.

12b. Facilities Department – Resolution to Authorize an Agreement with Laux Construction for Security Improvements at the Ingham County Family Center

This resolution authorizes entering into an agreement with Laux Construction LLC for the security improvements to the Ingham County Family Center (ICFC) for an amount not to exceed \$1,201,029, including a \$52,000 contingency. The ICFC is in need of security upgrades and improvements for staff and students. These improvements will include but are not limited to: moving the door three entrance to the sanctuary vestibule for security screening, enclosing the security area for screening, reconstructing and hardening all entrances for security, upgrading the glass to include ballistic film, adding security panels, replacing the wood panels with glass in the Sanctuary exterior perimeter and bringing the fire alarm and sprinkler system up to code. This project also addresses Americans with Disabilities Act (ADA) compliance. Laux Construction submitted the lowest responsive and responsible proposal.

Funds for this project are available within the Juvenile Justice Millage fund balance, which has a fund balance of \$2.83 million as of January 1, 2022.

See memo for details.

13. Road Department – Resolution to Amend an Engineering Design Services Contract with DLZ Michigan, Inc. for the Holt Road Bridge over Doan Creek (SN 3869)

This resolution amends the current contract with DLZ Michigan, Inc. to include an adjacent culvert under Holt Road and the relocation of a portion of an unnamed tributary to Doan Creek. This additional scope of work has resulted in the need for additional roadway and hydraulic modeling for the overall project.

The original contract included a budget of \$92,000. The budget amendment is requesting an additional \$47,319.26 to \$136,319.26, which equates to 13.9% of the estimated construction costs for the Holt Road Bridge Project. The cost for the engineering design services are included in the 2022 Road Fund Budget.

See memo for details.

14. Controller/Administrator - Ingham County 2023 General Appropriations Resolution

This resolution is the 2023 Appropriations Resolution, which will adopt the 2023 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget hearing held on September 14, 2022.

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Lieutenant Ted Harrison

DATE: October 4, 2022

SUBJECT: 2022 Local JAG Grant

For the meeting agenda of October 13, 2022 and October 19, 2022, respectively

BACKGROUND

The Sheriff's Office has been allocated \$15,455 from a \$137,636 JAG Grant award, leaving the Lansing Police Department \$122,184 as their allocated portion. To meet JAG Grant requirements both entities must enter into an interlocal agreement prior to receiving said funds.

ALTERNATIVES

There are no viable alternatives.

FINANCIAL IMPACT

The awarded funds will be used to assist in the purchase of lockable, Havis storage boxes with electronic trays to be installed in the rear portion of patrol vehicles. This will greatly reduce the financial burden to the Sheriff's Office, and therefore, the County as a whole.

STRATEGIC PLANNING IMPACT

The purchasing of these boxes will allow for secure transport and storage of expensive police equipment. These boxes are bolted to the interior of the vehicle, which will not only protect the equipment but also the occupants from flying debris during a collision. The locking electronics tray attached to the box allows for the security of the electronics wired throughout the vehicle such as the in-car computer, digital radio system, and mobile video recording equipment.

OTHER CONSIDERATIONS

The purchase of these boxes will add to the safety and security of expensive police equipment to include door breaching tools, ballistic shield, first aid kits, and preliminary breath test instruments. We currently use the Havis system for newly built patrol vehicles. More patrol vehicles will be built and equipped in the future. Using any company other than Havis will not be compatible with our current system.

RECOMMENDATION

Based on the information contained herein, I respectfully recommend the approval of the attached resolution to enter into the interlocal agreement for acceptance of the 2022 JAG Grant Award.

Agenda Item 1

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN INTERLOCAL AGREEMENT WITH THE CITY OF LANSING FOR THE 2022 LOCAL JAG GRANT

WHEREAS, the City of Lansing Police Department and the Ingham County Sheriff's Office were allocated \$137,639 from the 2022 Local JAG grant from the Department of Justice; and

WHEREAS, the City of Lansing is the fiduciary of this grant; and

WHEREAS, the Ingham County Sheriff's Office portion allocated from this grant is \$15,455; and

WHEREAS, as part of the application process to receive this funding from the 2022 Local JAG grant, the Ingham County Sheriff's Office must enter into an interlocal agreement with the City of Lansing allowing for disbursement of allocated funds to both government police agencies; and

WHEREAS, the portion allocated for the Ingham County Sheriff's Office will be spent on the purchase of lockable, Havis storage boxes with electronic trays to be installed in the rear portion of patrol vehicles.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an interlocal agreement between Ingham County, and the City of Lansing to accept the \$137,639 allocated portion of the 2022 Local JAG grant for the time period of October 2022 through September 2024.

BE IT FURTHER RESOLVED, that the Lansing Police Department will allocate from this grant \$15,455 to the Ingham County Sheriff's Office for the purchase of lockable, Havis storage boxes.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary adjustments to the 2022-2024 Sheriff's Office budgets consistent with this resolution.

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: Law & Courts and Finance Committees
FROM: Scott LeRoy, Deputy Court Administrator
Mary Ferranti, Family Services Director
DATE: October 4, 2022
SUBJECT: Resolution for Acceptance of the Michigan Drug Court Grant Program for the Ingham County Family Recovery Court.

For the meeting agendas of October 13 and October 19, 2022

BACKGROUND

The Circuit Court Juvenile Division has successfully applied for grant funds from the State Court Administrator's Office and the Michigan Drug Court Grant Program. These funds are used to provide enhanced services to participants who are petitioned to the Circuit Court for child abuse and neglect with their primary barrier being substance use. This grant provides the funding for a ¾ time Family Recovery Court Program Coordinator as well as a special part time Family Recovery Court Program Assistant. Securing this grant will allow for the continuation of employment for these two positions as well as enhanced treatment, substance use testing, and other incentive programs which will allow for a better outcome for the participants and their families.

ALTERNATIVES

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

FINANCIAL IMPACT

The Juvenile Division does not have a budget for these positions or enhanced services which provide substance use disorder treatment. The grant funds awarded in the amount of \$118,000 provide for the continuation of two positions as well as enhanced treatment services.

STRATEGIC PLANNING IMPACT

Acceptance and continuation of grant funds enhances the strategic plan by supporting public safety. Family Recovery Court provides increased supervision of the families involved. This can also lead to quicker permanency in child neglect cases.

OTHER CONSIDERATIONS

None

RECOMMENDATION

That the resolution be authorized.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, on September 28, 2022, the Michigan Supreme Court, State Court Administrator's Office awarded the 30th Judicial Circuit Court-Family Recovery Court \$118,000 through the Michigan Drug Court Grant Program (MDCGP) for Fiscal Year 2023 (October 2022 through September 2023); and

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

WHEREAS, the barriers affected with this grant will include supervision, transportation, peer recovery coaching, and substance use testing; and

WHEREAS, the grant award includes maintaining funding of a $\frac{3}{4}$ time Family Recovery Court Coordinator to complete screenings and intake of new participants, implement program processes, data entry, and coordinate services; and

WHEREAS, the Family Recovery Court Coordinator position has been determined by the Ingham County's Human Resource Department to be a $\frac{3}{4}$ time position with benefits and is a member of the Office and Professional Employees International Union (OPEIU) and funded for the duration of the grant ending September 30, 2023; and

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

WHEREAS, the Family Recovery Court Program Assistant position has been determined by Ingham County's Human Resource Department to be a Special Part-Time position without benefits at a UAW B pay grade and will be funded for the duration of the grant ending September 30, 2023; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes accepting a grant award from the Michigan Drug Court Grant Program for the Ingham County Circuit Court's Family Recovery Court for the sum of \$118,000 which includes continued employment of a $\frac{3}{4}$ Family Recovery Court Coordinator that would be part of the OPEIU, with benefits, and continued employment of grant funded Special Part-Time Family Recovery Court Program Assistant position, at a UAW B pay grade, without benefits, for the period of October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that a grant subcontract with Mid-Michigan Recovery Services (MMRS) is authorized to provide peer recovery coaches and clinical staff at team meetings; total costs are not to exceed \$1,003.00 for the duration of this grant period.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2022 and 2023 Circuit Court Juvenile Division budget and Position Allocation List.

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

TO: Law & Courts and Finance Committees
FROM: Scott LeRoy, Deputy Court Administrator
DATE: October 4, 2022
SUBJECT: Resolution to Authorize Entering into an Agreement with Rite of Passage – Safe Passage
For the meeting agendas of October 13 and October 19, 2022

BACKGROUND

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

The Juvenile Division wishes to enter into an agreement with Rite of Passage – Safe Passage in South Bend, Indiana. The Rite of Passage – Safe Passage program serves both male and female youth ages 10 through 18 and provides a short-term secure diagnostic evaluation. The program is designed for youth who present with acute distress, atypical and disruptive behavior patterns, family turmoil, mental health issues, self-harm, and assaultive behaviors. The average length of stay for youth in the program is 30-60 days. The per diem is \$713.28. Although this per diem is higher than average for residential programming, the services offered are more extensive and targeted for youth with complicated co-occurring issues.

The program has been toured by Juvenile Division employees and their license is also in good standing. Further, the Juvenile Division currently has a youth placed at Rite of Passage – Safe Passage on a Single Placing Agreement.

The Juvenile Division wishes to enter into an agreement from October 1, 2022 – September 30, 2023.

ALTERNATIVES

The Juvenile Division would not use Rite of Passage – Safe Passage for residential placement if there is no executed agreement.

FINANCIAL IMPACT

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

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

None

RECOMMENDATION

That the resolution be authorized.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH RITE OF PASSAGE – SAFE PASSAGE

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

WHEREAS, the Rite of Passage – Safe Passage program serves both male and female youth ages 10 through 18 and provides a short-term secure diagnostic evaluation; and

WHEREAS, the Rite of Passage – Safe Passage program is designed for youth who present with acute distress, atypical and disruptive behavior patterns, family turmoil, mental health issues, self-harm, and assaultive behaviors; and

WHEREAS, the Rite of Passage – Safe Passage program's average length of stay for youth is 30-60 days; and

WHEREAS, the cost of placement at the Rite of Passage – Safe Passage program is Child Care Fund reimbursable; and

WHEREAS, the Circuit Court Juvenile Division would like to enter into a one-year contract with Rite of Passage – Safe Passage for the purpose of providing diagnostic evaluations and treatment interventions to adjudicated delinquent youth; and

WHEREAS, the Circuit Court Juvenile Division conducts ongoing examination of the residential facilities to ensure services are being delivered appropriately and effectively.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with the Rite of Passage – Safe Passage program for placement of adjudicated youth for a per diem not to exceed \$713.28 for the time period of October 1, 2022 through September 30, 2023.

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

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

Agenda Item 2c

TO: Law & Courts and Finance Committees
FROM: Scott LeRoy, Deputy Court Administrator
DATE: October 6, 2022
SUBJECT: Resolution to Authorize Statement of Work with ImageSoft for the purchase of Scanners
For the meeting agendas of Law and Courts Committee October 13 and Finance Committee
October 19, 2022

BACKGROUND

The Juvenile Division has been working with ImageSoft to build and implement a document management system. ImageSoft is the current County vendor for imaging and utilized by several County departments. Imaging of documents will significantly improve efficiency of work flow and reduce reliance on paper, printing, and the physical storage of files.

The Juvenile Division is requesting authorization to purchase one high capacity and two desktop scanners necessary for the scanning of documents. The high capacity scanner will be used for back scanning of casework and legal files. The other desktop scanners will be located at the Ingham County Youth Center and the front desk of the Juvenile Division for scanning of incoming documents.

Ingham County IT received a Statement of Work from ImageSoft for all three scanners for a total price not to exceed \$8,432.

ALTERNATIVES

If the purchase is not approved, the Juvenile Division will utilize the existing Multi-Functional Devices located at the Grady Porter Building, Youth Center, and Family Center. This alternative will significantly reduce the efficiencies of having a document management system.

FINANCIAL IMPACT

This is largely a one-time cost with a small reoccurring maintenance contract. The Juvenile Division budget has funds available within the 2022 General Fund budget for the purchase of the three scanners.

STRATEGIC PLANNING IMPACT

The Juvenile Division having an efficient document management system will assist with the Overarching Long-term Objectives of the County by supporting public safety and assuring fair and efficient judicial processing.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Authorize the purchase of scanners.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A STATEMENT OF WORK WITH IMAGESOFT
FOR THE PURCHASE OF SCANNERS**

WHEREAS, the Juvenile Division has been working with ImageSoft to build and implement a document management system; and

WHEREAS, ImageSoft is the current County vendor for imaging and utilized by several County departments; and

WHEREAS, imaging of documents would significantly improve efficiency of work flow and reduce reliance on paper, printing, and the physical storage of files; and

WHEREAS, the Juvenile Division is requesting authorization to purchase one high capacity and two desktop scanners necessary for scanning of documents; and

WHEREAS, Ingham County IT received Statement of Work No. 22678 from ImageSoft for all three scanners for a total price not to exceed \$8,432.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase of one high capacity scanner and two desktop scanners pursuant to ImageSoft Statement of Work No. 22678 for a price not to exceed \$8,432.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents related to the purchase of scanners pursuant to ImageSoft State of Work No. 22678 on behalf of the County after approval as to form by the County Attorney.

Agenda Item 3a and 3b

TO: Law & Courts and Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: October 4, 2022

SUBJECT: Resolutions to Approve Agreements with the City of East Lansing and the City of Lansing for their Local Share Contributions under the County's Michigan Indigent Defense Commission (MIDC) 2022-2023 Compliance Plan

For the meeting agendas of October 13 and 19

BACKGROUND

The Michigan Indigent Defense Commission (MIDC) approved Ingham County's 2022-2023 Compliance Plan and Cost Analysis, which continues the Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court.

A grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2022 through September 30, 2023, and the budget was approved for an amount of up to \$7,036,057.78, including a local share of \$929,081.63. The local share will be split among Ingham County (\$890,346.63), the City of Lansing (\$22,158), and the City of East Lansing (\$16,577).

The Michigan Indigent Defense Act (Public Act 93 of 2013) defines local share as, "an indigent criminal defense system's average annual expenditure for indigent criminal defense services in the 3 fiscal years immediately preceding the creation of the MIDC under this act, excluding money reimbursed to the system by individuals determined to be partially indigent. Beginning on November 1, 2018, if the Consumer Price Index has increased since November 1 of the prior state fiscal year, the local share must be adjusted by that number or by 3%, whichever is less. The consumer price index since November 1 of the prior state fiscal year has increased more than 3%, so the local share is increased by 3% for the 2022-2023 grant year.

FINANCIAL IMPACT

These resolutions would authorize agreements for the Cities of East Lansing and Lansing to pay their 2022-2023 local share of the MIDC grant to Ingham County for amounts of \$16,577 and \$22,158, respectively. These payments will cover the time period of October 1, 2022 through September 30, 2023 and are to be billed and paid in one payment.

STRATEGIC PLANNING IMPACT

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

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN AGREEMENT WITH THE CITY OF EAST LANSING
FOR ITS LOCAL SHARE CONTRIBUTION UNDER THE COUNTY'S
MICHIGAN INDIGENT DEFENSE COMMISSION 2022-2023 COMPLIANCE PLAN**

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County's 2022-2023 Compliance Plan, which continues funding of a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

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

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

WHEREAS, the consumer price index since November 1 of the prior state fiscal year has increased more than 3%; and

WHEREAS, a grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2022 through September 30, 2023, and the budget was approved for an amount of up to \$7,036,057.78, including a local share of \$929,081.63; and

WHEREAS, the City of East Lansing's portion of the local share for the 2022/2023 grant year is \$16,577; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement whereby the City of East Lansing will pay its 2022-2023 local share of the MIDC grant to Ingham County for an amount of \$16,577, covering the time period of October 1, 2022 through September 30, 2023, to be paid in one payment.

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN AGREEMENT WITH THE CITY OF LANSING
FOR ITS LOCAL SHARE CONTRIBUTION UNDER THE COUNTY'S
MICHIGAN INDIGENT DEFENSE COMMISSION 2022-2023 COMPLIANCE PLAN**

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County's 2022-2023 Compliance Plan, which continues funding of a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

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

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

WHEREAS, the consumer price index since November 1 of the prior state fiscal year has increased more than 3%; and

WHEREAS, a grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2022 through September 30, 2023, and the budget was approved for an amount of up to \$7,036,057.78, including a local share of \$929,081.63; and

WHEREAS, the City of Lansing's portion of the local share for the 2022/2023 grant year is \$22,158; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement whereby the City of Lansing will pay its 2022-2023 local share of the MIDC grant to Ingham County for an amount of \$22,158, covering the time period of October 1, 2022 through September 30, 2023, to be paid in one payment.

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

Agenda Item 4

TO: Board of Commissioners and Law & Courts, County Services, and Finance Committees
FROM: Heidi Williams, Director, Ingham County Animal Control & Shelter
DATE: October 4, 2022
SUBJECT: Creation of an Animal Control Officer position
For the meeting agenda of October 13, October 18 and October 19, 2022

BACKGROUND

On August 2nd, 2022, a millage was passed to fund the continued operation of the Ingham County Animal Control and Shelter (ICACS). When this millage was proposed to the Board of Commissioners, part of the funding was intended to fund the creation of an Animal Control Officer (ACO) position which would allow ICACS to create a detective position as a special assignment within the ACO unit.

The purpose of adding a detective assignment to the ICAC Enforcement Division is to allow for proactive investigations into criminal activities such as dogfighting and inhumane animal breeding operations.

ALTERNATIVES

If this position is not created, then ICACS will continue to operate with the current number of Animal Control Officers.

FINANCIAL IMPACT

The total 2022 wages for the Animal Control Officer position ranges from \$39,896.11 to \$51,246.49 which will be paid for out of existing millage funds for the remainder of fiscal year 2022, and new millage funds for 2023 onward.

STRATEGIC PLANNING IMPACT

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

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the creation of a seventh Animal Control Officer position for the Ingham County Animal Control & Shelter.

Agenda Item 4

Introduced by the Law & Courts, County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE CREATION OF AN ANIMAL CONTROL OFFICER POSITION

WHEREAS, in August of 2022, a millage was passed to fund the operations of the Ingham County Animal Control and Shelter; and

WHEREAS, part of the proposed millage funding was to be designated to create an animal control officer position for the purpose of pursuing proactive investigations into criminal activities such as dogfighting and inhumane animal breeding operations; and

WHEREAS, the long term annual cost for the Animal Control Officer position is \$106,401; and

WHEREAS, the cost for these positions will be paid out of the Ingham County Animal Control and Shelter Millage Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the addition of an Animal Control Officer to the Ingham County Animal Control & Shelter (CCLP Animal Control Grade 2, salary range from \$39,896.11 to \$51,246.49).

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

Agenda Item 5

To: Finance Committee
Ingham County Board of Commissioners

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

Date: October 6, 2022

Re: 2022 Ingham County Apportionment Report

Attached please find the resolution to approve and adopt the 2022 Ingham County Apportionment Report.

Further, attached please find the supporting documentation.

BACKGROUND:

Pursuant to MCL 211.37 each county within the State of Michigan through its County Board of Commissioners is required to meet not later than October 31 to receive and adopt the annual Apportionment Report.

ALTERNATIVES:

None

FINANCIAL IMPACT:

The adoption of the 2022 Apportionment Report will certify and authorize the millage rates of the County, local units, schools districts and authorities to be utilized for the billing and collection of the 2022 ad valorem property taxes and specific property taxes.

OTHER CONSIDERATIONS:

Please be advised that Delhi Charter Township and the Fowlerville Library both have millage proposals for the upcoming November 8, 2022 general election. If these proposals are approved by the respective eligible voters, the attached report will be presented to the Finance Committee at the first available meeting for revision and subsequent adoption by the Board of Commissioners.

Also, please be advised that the City of Williamston levied a Senior Center millage greater than the maximum allowable due to a mathematical calculation error. The request opinion from the County's attorney is attached relative to the resolve of this issue.

RECOMMENDATION:

Respectfully recommend the formal approval and adoption of the 2022 Ingham County Apportionment Report, as presented. However, with full knowledge that the report may or will be revised subject to the results of the November 8, 2022 elections. Also, with full knowledge of the millage miscalculation for the City of Williamston Senior Center millage

Agenda Item 5

From: Tim Perrone <tperrone@cstmlaw.com>
Sent: Wednesday, October 5, 2022 2:19 PM
To: Gregg Todd <GTodd@ingham.org>
Cc: William Fowler <WFowler@ingham.org>
Subject: RE: 2022 L-4029 City of Williamston

Gregg:

It is my understanding that the City of Williamston was without a Treasurer after Rachel Piner left to become Chief Assistant County Treasurer.

The L-4029 was prepared by the Deputy City Treasurer Ann Casper in June 2022.

Tom Mead was recently hired as the new City Treasurer.

As to Form L-4029, the number in Column 7: 2022 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback is calculated by multiplying Column 5 by Column 6 on the 2022 Form L-4029.

As set forth in the instructions to Form L-4029, this rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.)

For the City of Williamston Senior Center Millage, this figure should have been calculated as follows: $0.248 \times .9986 = 0.2476528$, and then rounded down to 0.2476.

To the extent that the figure in Column 7 (and in Columns 9 and 10) were expressed by rounding UP to 0.2477, that was in error, and should be corrected before the County Board approves the levy rate.

Under MCL 211.37, the County Board annually reviews certificates of proposed tax levies, and after any necessary correction of errors, gives its approval to those levies that are authorized by law.

It is the County Board's responsibility to assure that the levies are authorized by law, including any millage reductions required by the Headlee Amendment, Const 1963, art. 9, sec. 31, and MCL 211.34d. See OAG, 1989-1990, No. 6654 (August 16, 1990).

I recommend that the City be given an opportunity to correct the error, and upon presentation of the corrected form, the County Board may give its approval.

In any event, the County's apportionment report must limit the City's Senior Center Millage rate to 0.2476 mills.

Please contact me if you have any questions or wish to discuss further.

Timothy M. Perrone
Cohl, Stoker & Toskey, P.C.
(517) 372-9000
tperrone@cstmlaw.com

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE 2022 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 2022 is hereby approved.

INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2022

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 2022 Real and Personal Taxable Value | Millages | | | L-4402 |
|-------------------------------|--|-------------------------------|----------------|---|---------------|
| | | 3 Separate or Allocated | 4 Operating | 5 Bldg./Site/Debt | |
| State Education Tax | 9,173,851,257 | 6.0000 | | | |
| County Operating | 9,206,943,193 | 6.7479 | | | |
| Indigent Veterans Relief Fund | 9,206,943,193 | 0.0328 | | | |
| Animal Control | 9,206,943,193 | | 0.2000 | | |
| Public Transportation | 9,206,943,193 | | 0.5988 | | |
| Emergency 911 | 9,206,943,193 | | 0.8433 | | |
| Parks & Trails | 9,206,943,193 | | 0.4986 | | |
| Juvenile Justice | 9,206,943,193 | | 0.6000 | | |
| Potter Park Zoo | 9,206,943,193 | | 0.4986 | | |
| Farmland Preservation | 9,206,943,193 | | 0.1395 | | |
| Jail/Justice | 9,206,943,193 | | 0.8476 | | |
| Health Services | 9,206,943,193 | | 0.0000 | | |
| Elder Care | 9,206,943,193 | | 0.2994 | | |
| TOWNSHIPS: | | | | | |
| Alaledon Township | 248,596,991 | 0.8314 | | .5000 Fire | |
| Aurelius Township | 171,701,210 | 0.8200 | | | |
| Bunker Hill Township | 86,217,304 | 0.9812 | | | |
| Delhi Charter Township | 921,590,037 | | 4.2410 | 2.9522 Fire, Police, EMT Equip, Trails | |
| Ingham Township | 90,711,422 | 0.9725 | | | |
| Lansing Charter Township | 337,070,044 | | | | |
| Leroy Township | 149,513,240 | 0.8062 | | 0.4857 Sidewalk | |
| Leslie Township | 107,107,131 | 0.9997 | | Senior Center | |
| Locke Township | 88,208,156 | 0.9785 | | .8892 Fire | |
| Meridian Charter Township | 2,006,503,581 | | 4.1444 | 6.2783 Comm Serv, Bike Path, Fire, Police, Parks, Roads, CATA | |
| Onondaga Township | 100,327,916 | 0.9564 | | | |
| Stockbridge Township | 250,693,577 | 0.7810 | | | |
| Vevay Township | 150,375,659 | 0.9901 | | | |
| Wheatfield Township | 88,367,166 | 0.9628 | | | |
| White Oak Township | 83,971,515 | 0.9915 | | | |
| Williamstown Township | 285,384,962 | 0.9738 | 0.2438 | | Senior Center |

continued on page 2

**INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2022**

L-4402

| 7 Taxing Authorities | 8 2022 Real & Personal Taxable Value | 9 2022 Total Tax Rates | 10 DOLLARS OF AD VALOREM TAXES LEVIED |
|--------------------------|---|---------------------------------|--|
| CITIES: | | | |
| East Lansing | 1,106,518,389 | 16.3552 | 18,097,330 |
| Lansing | 2,549,894,284 | 19.4400 | 49,569,945 |
| Lansing-Renaissance Zone | 52,686,996 | .2600 | |
| Leslie | 44,784,733 | 16.6000 | 743,427 |
| Mason | 260,019,393 | 16.2447 | 4,223,937 |
| Williamston | 132,073,479 | 15.1348 | 1,998,906 |
| Village Rates: | | | |
| Dansville | 13,350,113 | 8.1676 | 109,038 |
| Stockbridge | 33,352,937 | 15.6118 | 520,699 |
| Webberville | 58,939,472 | 13.2000 | 778,001 |

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 2022

Michael J. Fowler
Director
Ingham County Equalization

NOTARIZATION

Philip Erickson
Notary Public

Ingham County, Michigan

State of Michigan)

)ss

County of Ingham)

Subscribed before me this 5 day of October
2022

My Commission Expires: 04-11-2026

PHILIP ERICKSON

NOTARY PUBLIC STATE OF MICHIGAN

COUNTY OF INGHAM

My Commission Expires April 11, 2026

continued on page 3

**INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2022**

| 11 | 12 | 13 | 14 |
|--|---|---------------------|----------------|
| Taxing Authorities | Taxable Value | Operating Tax Rates | 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) | 921,590,037 337,070,044 2,006,503,581 1,106,518,389 139,581,543 2,497,207,288 102,145,169 | 2.9825 | |
| Capital Area District Library Ingham County Eaton County | 8,134,495,989 | 1.5600 | |
| Capital Regional Airport Authority Ingham County Eaton County Clinton County | 9,311,161,451 | .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 | 743,547,003 | 2.9649 | 1.9766 |
| Stockbridge Area Emergency Services Authority Bunker Hill Stockbridge White Oak Jackson Co. (Waterloo Twp) | 557,833,364 | 1.6000 | |
| Fowlerville District Library Locke Township White Oak Township | 172,179,671 | .3791 | |

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 2022**

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

L-4402

| 1 | | | 2 | 3 | 4 | Millages | | | 8 |
|---------------|---------------|----------------|---|--|---|----------|----------------|--------------------------------|---------------------|
| All Property | Non-Homestead | Comm. Personal | School District School District Code | List Each Twp/City Where Located Separately | Taxable Value for Each Township/City | 5 | 6 Operating | 7 Bldg/Site Sinking Fund | County Use Notes |
| | 8,675,486 | - | EATON RAPIDS | | | | | | |
| X | | | 23050 | Aurelius Twp | 29,908,992 | | | 14.9851 | |
| | X | | 23050 | Aurelius Twp | 3,482,646 | | 17.8669 | | |
| | | | 23050 | Aurelius Twp | - | | 5.8669 | | |
| X | | | 23050 | Delhi Twp | 13,612,020 | | | 7.9851 | |
| | X | | 23050 | Delhi Twp | 1,111,082 | | 17.8669 | | |
| | | | 23050 | Delhi Twp | - | | 5.8669 | | |
| X | | | 23050 | Onondaga Twp | 44,751,060 | | | 7.9851 | |
| | X | | 23050 | Onondaga Twp | 4,081,758 | | 17.8669 | | |
| | | X | 23050 | Onondaga Twp | - | | 5.8669 | | |
| | | | | | | | | | |
| 1,301,254,364 | 645,332,002 | 34,706,800 | EAST LANSING | | | | | | |
| X | | | 33010 | Lansing Charter Twp | 275,200 | | | 7.6272 | |
| | X | | 33010 | Lansing Charter Twp | 275,200 | | 18.0000 | | |
| | | | 33010 | Lansing Charter Twp | - | | 6.0000 | | |
| X | | | 33010 | Meridian Twp | 197,328,497 | | | 7.6272 | |
| | X | | 33010 | Meridian Twp | 51,008,489 | | 18.0000 | | |
| | | X | 33010 | Meridian Twp | 488,600 | | 6.0000 | | |
| X | | | 33010 | C-East Lansing | 1,034,279,682 | | | 7.6272 | |
| | X | | 33010 | C-East Lansing | 537,052,098 | | 18.0000 | | |
| | | X | 33010 | C-East Lansing | 30,218,500 | | 6.0000 | | |
| X | | | 33010 | C-Lansing | 69,370,985 | | | 7.6272 | |
| | X | | 33010 | C-Lansing | 56,986,215 | | 18.0000 | | |
| | | X | 33010 | C-Lansing | 3,999,700 | | 6.0000 | | |

| 1 | | | 2 | | 3 | 4 | Millages | | | 8 |
|---------------|---------------|----------------|-----------------|----------------------|---|--------------------------------------|----------|-----------|------------------------|------------------|
| All Property | Non-Homestead | Comm. Personal | School District | School District Code | | | 5 | 6 | 7 | |
| 2,705,046,095 | 1,567,602,302 | 116,047,200 | LANSING | | | Taxable Value for Each Township/City | | Operating | Bldg/Site Sinking Fund | County Use Notes |
| X | | | 33020 | Delhi Charter Twp | | 1,345,067 | | | 7.0575 | |
| | X | | 33020 | Delhi Charter Twp | | 1,054,152 | | 17.4478 | | |
| | | X | 33020 | Delhi Charter Twp | | 232,400 | | 5.4478 | | |
| X | | | 33020 | Lansing Charter Twp | | 203,075,025 | | | 7.0575 | |
| | X | | 33020 | Lansing Charter Twp | | 152,279,050 | | 17.4478 | | |
| | | X | 33020 | Lansing Charter Twp | | 16,327,300 | | 5.4478 | | |
| X | | | 33020 | C-East Lansing | | 70,746,445 | | | 7.0575 | |
| | X | | 33020 | C-East Lansing | | 63,004,418 | | 17.4478 | | |
| | | X | 33020 | C-East Lansing | | 7,572,200 | | 5.4478 | | |
| X | | | 33020 | C-Lansing | | 2,377,192,562 | | | 7.0575 | |
| | X | | 33020 | C-Lansing | | 1,302,746,486 | | 17.4478 | | |
| | | X | 33020 | C-Lansing | | 87,746,500 | | 5.4478 | | |
| X | | | 33021 | C-Lansing-REZ | | 52,686,996 | | | | Renaissance Zone |
| | X | | 33021 | C-Lansing-REZ | | 48,518,196 | | | | Renaissance Zone |
| | | X | 33021 | C-Lansing-REZ | | 4,168,800 | | | | Renaissance Zone |
| 213,237,941 | 46,708,950 | 737,969 | DANSVILLE | | | | | | | |
| X | | | 33040 | Bunker Hill Twp | | 30,255,138 | | | 7.9799 | |
| | X | | 33040 | Bunker Hill Twp | | 7,017,898 | | 18.0000 | | |
| | | X | 33040 | Bunker Hill Twp | | 246,300 | | 6.0000 | | |
| X | | | 33040 | Ingham Twp | | 90,702,539 | | | 7.9799 | |
| | X | | 33040 | Ingham Twp | | 12,783,944 | | 18.0000 | | |
| | | X | 33040 | Ingham Twp | | 135,300 | | 6.0000 | | |
| X | | | 33040 | Leroy Twp | | 6,672,496 | | | 7.9799 | |
| | X | | 33040 | Leroy Twp | | 1,573,045 | | 18.0000 | | |
| | | X | 33040 | Leroy Twp | | 30,069 | | 6.0000 | | |
| X | | | 33040 | Leslie Twp | | 1,057,336 | | | 7.9799 | |
| | X | | 33040 | Leslie Twp | | 14,825 | | 18.0000 | | |
| | | | 33040 | Leslie Twp | | - | | 6.0000 | | |
| X | | | 33040 | Stockbridge Twp | | 1,220,921 | | | 7.9799 | |
| | X | | 33040 | Stockbridge Twp | | 130,500 | | 18.0000 | | |
| | | | 33040 | Stockbridge Twp | | - | | 6.0000 | | |

| 1 | | | 2 | 3 | 4 | Millages | | | 8 County Use Notes |
|-----------------|-------------------|-------------------|--------|-------------------|--|----------|----------------|--------------------------------|--------------------------------|
| All Property | Non- Homestead | Comm. Personal | | | | 5 | 6 Operating | 7 Bldg/Site Sinking Fund | |
| 841,479,018 | 264,852,678 | 33,525,800 | HOLT | | Taxable Value for Each Township/City | | | | |
| X | | | 33070 | Delhi Charter Twp | 824,891,720 | | | 8.2300 | |
| | X | | 33070 | Delhi Charter Twp | 262,516,298 | | 18.0000 | | |
| | | X | 33070 | Delhi Charter Twp | 33,462,600 | | 6.0000 | | |
| X | | | 33070 | C-Lansing | 16,119,400 | | | 8.2300 | |
| | X | | 33070 | C-Lansing | 2,331,980 | | 18.0000 | | |
| | | X | 33070 | C-Lansing | 63,200 | | 6.0000 | | |
| X | | | 33071 | Delhi Charter Twp | 190,500 | | | .9400 | Mason tr to Holt (2007) |
| | X | | 33071 | Delhi Charter Twp | 4,400 | | 18.0000 | | |
| | | | 33071 | Delhi Charter Twp | - | | 6.0000 | | |
| X | | | 33072 | Delhi Charter Twp | 121,852 | | | .9400 | Mason tr to Holt (2007) |
| | | | 33072 | Delhi Charter Twp | - | | 18.0000 | | |
| | | | 33072 | Delhi Charter Twp | - | | 6.0000 | | |
| X | | | 33075 | Delhi Charter Twp | 155,546 | | | 7.0000 | Eaton Rapids tr to Holt (2015) |
| | | | 33075 | Delhi Charter Twp | - | | 18.0000 | | |
| | | | 33075 | Delhi Charter Twp | - | | 6.0000 | | |
| 232,822,767 | 73,125,971 | 2,275,804 | LESLIE | | | | | | |
| X | | | 33100 | Bunker Hill Twp | 39,433,995 | | | 4.5449 | |
| | X | | 33100 | Bunker Hill Twp | 20,121,633 | | 18.0000 | | |
| | | X | 33100 | Bunker Hill Twp | 14,300 | | 6.0000 | | |
| X | | | 33100 | Leslie Twp | 100,168,997 | | | 4.5449 | |
| | X | | 33100 | Leslie Twp | 30,338,168 | | 18.0000 | | |
| | | X | 33100 | Leslie Twp | 1,570,154 | | 6.0000 | | |
| X | | | 33100 | Onondaga Twp | 48,435,042 | | | 4.5449 | |
| | X | | 33100 | Onondaga Twp | 6,169,561 | | 18.0000 | | |
| | | X | 33100 | Onondaga Twp | 446,400 | | 6.0000 | | |
| X | | | 33100 | C-Leslie | 44,784,733 | | | 4.5449 | |
| | X | | 33100 | C-Leslie | 16,496,609 | | 18.0000 | | |
| | | X | 33100 | C-Leslie | 244,950 | | 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 | | | |
| | | | | | | | | | | | | | |
| 798,998,713 | 214,346,675 | 10,955,128 | MASON | | | | | | | | | | |
| X | | | | 33130 | Ingham Twp | 8,883 | | | 6.6683 | | | | |
| | | | | 33130 | Ingham Twp | - | | 17.9748 | | | | | |
| | | | | 33130 | Ingham Twp | - | | 5.9748 | | | | | |
| X | | | | 33124 | Leslie Twp | 5,126,329 | | | | 5.6800 | Leslie tr to Mason (5/26/1996) | | |
| | | | | 33124 | Leslie Twp | 452,677 | | 17.9748 | | | | | |
| | | | | 33124 | Leslie Twp | 8,148 | | 5.9748 | | | | | |
| X | | | | 33130 | Alaiedon Twp | 145,131,409 | | | 6.6683 | | | | |
| | X | | | 33130 | Alaiedon Twp | 44,313,163 | | 17.9748 | | | | | |
| | | X | | 33130 | Alaiedon Twp | 1,732,200 | | 5.9748 | | | | | |
| X | | | | 33130 | Aurelius Twp | 141,792,218 | | | 6.6683 | | | | |
| | X | | | 33130 | Aurelius Twp | 10,033,163 | | 17.9748 | | | | | |
| | | X | | 33130 | Aurelius Twp | 882,400 | | 5.9748 | | | | | |
| | | | | 33130 | Aurelius Twp | | | | | | | | |
| X | | | | 33130 | Delhi Charter Twp | 81,273,332 | | | 6.6683 | | | | |
| | X | | | 33130 | Delhi Charter Twp | 17,558,650 | | 17.9748 | | | | | |
| | | X | | 33130 | Delhi Charter Twp | 1,022,300 | | 5.9748 | | | | | |
| X | | | | 33130 | Leslie Twp | 236,899 | | | 6.6683 | | | | |
| | X | | | 33130 | Leslie Twp | - | | 17.9748 | | | | | |
| | | X | | 33130 | Leslie Twp | - | | 5.9748 | | | | | |
| | | | | 33130 | Onondaga Twp | 5,851,134 | | | 6.6683 | | | | |
| X | X | | | 33130 | Onondaga Twp | 964,186 | | 17.9748 | | | | | |
| | | | | 33130 | Onondaga Twp | - | | 5.9748 | | | | | |
| X | | | | 33130 | Vevay Twp | 144,863,928 | | | 6.6683 | | | | |
| | X | | | 33130 | Vevay Twp | 32,072,725 | | 17.9748 | | | | | |
| | | X | | 33130 | Vevay Twp | 1,612,550 | | 5.9748 | | | | | |
| X | | | | 33130 | Wheatfield Twp | 4,404,359 | | | 6.6683 | | | | |
| | X | | | 33130 | Wheatfield Twp | 364,341 | | 17.9748 | | | | | |
| | | | | 33130 | Wheatfield Twp | - | | 5.9748 | | | | | |
| X | | | | 33130 | C-Lansing | 10,290,829 | | | 6.6683 | | | | |
| | X | | | 33130 | C-Lansing | 9,614,529 | | 17.9748 | | | | | |
| | | | | 33130 | C-Lansing | - | | 5.9748 | | | | | |

| 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 Operating | 7 Bldg/Site Sinking Fund | County Use Notes |
| | | | MASON continued | | | | | | |
| X | | | 33130 | C-Mason | 260,019,393 | | | 6.6683 | |
| | X | | 33130 | C-Mason | 98,973,241 | | 17.9748 | | |
| | | X | 33130 | C-Mason | 5,697,530 | | 5.9748 | | |
| 1,492,877,324 | 525,300,364 | 33,042,700 | OKEMOS | | | | | | |
| X | | | 33170 | Alaiedon Twp | 90,139,402 | | | 7.9850 | |
| | X | | 33170 | Alaiedon Twp | 63,873,189 | | 18.0000 | | |
| | | X | 33170 | Alaiedon Twp | 6,641,100 | | 6.0000 | | |
| X | | | 33170 | Meridian Charter Twp | 1,305,506,090 | | | 7.9850 | |
| | X | | 33170 | Meridian Charter Twp | 436,093,267 | | 18.0000 | | |
| | | X | 33170 | Meridian Charter Twp | 25,222,300 | | 6.0000 | | |
| X | | | 33170 | Williamstown Twp | 23,098,804 | | | 7.9850 | |
| | X | | 33170 | Williamstown Twp | 1,309,871 | | 18.0000 | | |
| | | | 33170 | Williamstown Twp | - | | 6.0000 | | |
| X | | | 33170 | C-Lansing | 74,133,028 | | | 7.9850 | |
| | X | | 33170 | C-Lansing | 24,024,037 | | 18.0000 | | |
| | | X | 33170 | C-Lansing | 1,179,300 | | 6.0000 | | |
| 283,086,780 | 158,407,015 | 893,100 | STOCKBRIDGE | | | | | | |
| X | | | 33200 | Bunker Hill Twp | 16,528,171 | | | 3.9000 | |
| | X | | 33200 | Bunker Hill Twp | 2,314,392 | | 18.0000 | | |
| | | X | 33200 | Bunker Hill Twp | 84,000 | | 6.0000 | | |
| X | | | 33200 | Stockbridge Twp | 249,472,656 | | | 3.9000 | |
| | X | | 33200 | Stockbridge Twp | 149,213,517 | | 18.0000 | | |
| | | X | 33200 | Stockbridge Twp | 646,800 | | 6.0000 | | |
| X | X | | 33200 | White Oak Twp | 17,085,953 | | | 3.9000 | |
| | X | | 33200 | White Oak Twp | 6,879,106 | | 18.0000 | | |
| | | X | 33200 | White Oak Twp | 162,300 | | 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 | 7 | County Use Notes |
| | | | | | | | Operating | Bldg/Site Sinking Fund | |
| 136,507,299 | 65,667,781 | 3,294,700 | WAVERLY | | | | | | |
| X | | | 33215 | Lansing Charter Twp | 133,719,819 | | 1.9522 | 7.4000 | |
| | X | | 33215 | Lansing Charter Twp | 65,111,595 | | 16.0424 | | |
| | | X | 33215 | Lansing Charter Twp | 3,264,700 | | 5.9946 | | Supp. HH oper all is included |
| X | | | 33215 | C-Lansing | 2,787,480 | | 1.9522 | 7.4000 | |
| | X | | 33215 | C-Lansing | 556,186 | | 16.0424 | | |
| | | X | 33215 | C-Lansing | 30,000 | | 5.9946 | | Supp. HH oper all is included |
| 146,711,076 | 45,051,060 | 4,477,871 | WEBBERVILLE | | | | | | |
| X | | | 33220 | Leroy Twp | 103,642,822 | | | 8.4228 | |
| | X | | 33220 | Leroy Twp | 38,351,272 | | 18.0000 | | |
| | | X | 33220 | Leroy Twp | 4,188,921 | | 6.0000 | | |
| X | | | 33220 | Locke Twp | 37,816,345 | | | 8.4228 | |
| | X | | 33220 | Locke Twp | 3,853,098 | | 18.0000 | | |
| | | X | 33220 | Locke Twp | 286,850 | | 6.0000 | | |
| X | | | 33220 | White Oak Twp | 5,251,909 | | | 8.4228 | |
| | X | | 33220 | White Oak Twp | 2,846,690 | | 18.0000 | | |
| | | X | 33220 | White Oak Twp | 2,100 | | 6.0000 | | |
| 326,815,617 | 73,975,254 | 2,994,719 | WILLIAMSTON | | | | | | |
| X | | | 33230 | Alaledon Twp | 13,326,180 | | | 9.5513 | |
| | X | | 33230 | Alaledon Twp | 1,738,901 | | 17.7702 | | |
| | | X | 33230 | Alaledon Twp | 221,500 | | 5.7702 | | |
| X | | | 33230 | Leroy Twp | 39,197,922 | | | | |
| | X | | 33230 | Leroy Twp | 7,170,226 | | | 9.5513 | |
| | | X | 33230 | Leroy Twp | 31,229 | | 17.7702 | | |
| X | | | 33230 | Locke Twp | 25,805,878 | | | | |
| | X | | 33230 | Locke Twp | 3,462,848 | | | 9.5513 | |
| | | | 33230 | Locke Twp | - | | 17.7702 | | |

| 1 | | | 2 | | 3 | | Millages | | | 8 | |
|--------------|---------------|----------------|----------------------------|---|--------------------------------------|---|-------------|------------------------|---------------------------------|---|--|
| All Property | Non-Homestead | Comm. Personal | School District | List Each Twp/City Where Located Separately | Taxable Value for Each Township/City | 5 | Extra Voted | | County Use Notes | | |
| | | | | | | | 6 | 7 | | | |
| | | | WILLIAMSTON continued | | | | Operating | Bldg/Site Sinking Fund | | | |
| X | | | 33230 Meridian Charter Twp | | 39,059,076 | | | | | | |
| | X | | 33230 Meridian Charter Twp | | 2,384,398 | | | 9.5513 | | | |
| | | X | 33230 Meridian Charter Twp | | 636,900 | | 17.7702 | | | | |
| X | | | 33230 Wheatfield Twp | | 59,941,162 | | | | | | |
| | X | | 33230 Wheatfield Twp | | 7,776,187 | | | 9.5513 | | | |
| | | X | 33230 Wheatfield Twp | | 264,100 | | 17.7702 | | | | |
| X | | | 33230 Williamstown Twp | | 17,411,920 | | | | | | |
| | X | | 33230 Williamstown Twp | | 2,990,101 | | | 9.5513 | | | |
| | | X | 33230 Williamstown Twp | | - | | 17.7702 | | | | |
| X | | | 33230 C-Williamston | | 132,073,479 | | | | | | |
| | X | | 33230 C-Williamston | | 48,452,593 | | | 9.5513 | | | |
| | | X | 33230 C-Williamston | | 1,840,990 | | 17.7702 | | | | |
| X | | | 33238 Wheatfield Twp | | - | | | | | | |
| | | | 33238 Wheatfield Twp | | - | | | 9.5513 | | | |
| | | | 33238 Wheatfield Twp | | - | | | | | | |
| X | | | 33239 Wheatfield Twp | | - | | 17.7702 | | | | |
| | | | 33239 Wheatfield Twp | | - | | | | | | |
| | | | 33239 Wheatfield Twp | | - | | | 9.5513 | | | |
| | | | 33239 Wheatfield Twp | | - | | | | | | |
| | | | 33239 Wheatfield Twp | | - | | 17.7702 | | | | |
| | | | 33233 C-Williamston RZ | | | | | | Renaissance Zone (expired 2016) | | |
| | | | 33233 C-Williamston-RZ | | | | | | Renaissance Zone (expired 2016) | | |
| | | | 33233 C-Williamston-RZ | | | | | | Renaissance Zone (expired 2016) | | |
| 1,711,635 | 336,853 | - | NW JACKSON | | | | | | | | |
| X | | | 38140 Leslie Twp | | 517,570 | | | 4.0787 | | | |
| | X | | 38140 Leslie Twp | | 119,629 | | 18.0000 | | | | |
| | | | 38140 Leslie Twp | | - | | 6.0000 | | | | |
| X | | | 38140 Onondaga | | 1,194,065 | | | 4.0787 | | | |
| | X | | 38140 Onondaga | | 217,224 | | 18.0000 | | | | |
| | | | 38140 Onondaga | | - | | 6.0000 | | | | |
| 96,615 | 1,500 | - | SPRINGPORT | | | | | | | | |
| X | | | 38150 Onondaga Twp | | 96,615 | | | 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 | List Each Twp/City Where Located Separately | Taxable Value for Each Township/City | 5 | 6 Operating | 7 Bldg/Site Sinking Fund | County Use Notes |
| 8,710,341 | 2,360,923 | - | FOWLerville | | | | | | |
| X | | | 47030 Locke Twp | | 872,823 | | | 9.5500 | |
| | X | | 47030 Locke Twp | | 68,279 | | 18.0000 | | |
| | | | 47030 Locke Twp | | - | | 6.0000 | | |
| X | | | 47030 White Oak Twp | | 7,837,518 | | | 9.5500 | |
| | X | | 47030 White Oak Twp | | 2,292,644 | | 18.0000 | | |
| | | | 47030 White Oak Twp | | - | | 6.0000 | | |
| 9,390,005 | 630,170 | - | MORRICE | | | | | | |
| X | | | 78060 Locke Twp | | 9,390,005 | | | 7.0000 | |
| | X | | 78060 Locke Twp | | 630,170 | | 15.0906 | | |
| | | | 78060 Locke Twp | | - | | 3.0906 | | |
| 218,084,459 | 27,490,795 | 995,700 | PERRY | | | | | | |
| X | | | 78080 Locke Twp | | 14,323,105 | | | 8.5595 | |
| | X | | 78080 Locke Twp | | 1,304,945 | | 17.6090 | | |
| | | | 78080 Locke Twp | | 32,100 | | 5.6090 | | |
| X | | | 78080 Williamstown Twp | | 203,761,354 | | | 8.5595 | |
| | X | | 78080 Williamstown Twp | | 26,185,850 | | 17.6090 | | |
| | | | 78080 Williamstown Twp | | 963,600 | | 5.6090 | | |

| 1 | 2 | 3 | 4 | Millages | | | 8 County Use Notes |
|---|---|---|---------------------------|-------------------|----------------|---------------------|--|
| | | | | 5 ISD Alloc | 6 Operating | 7 Bldg/Site/Debt | |
| | Intermediate School Districts and Community College | List Each Twp/City Where Located Separately | Total Taxable Value | | | | |
| | Ingham Intermediate School District | | 10,896,692,757 | .1994 | 6.0296 | 6.0296 | Spec Ed 4.7384 Voc Ed 1.2912 No debt Lansing Schools do not pay vocational ed. |
| | Clinton | 609,943,128 | | | | | |
| | Eaton | 911,886,128 | | | | | |
| | Ingham | 9,059,656,722 | | | | | |
| | Jackson | 137,318,994 | | | | | |
| | Livingston | 131,838,576 | | | | | |
| | Shiawassee | 9,013,181 | | | | | |
| | Washtenaw | 37,036,028 | | | | | |
| | Eaton Intermediate Schools District | | 88,272,072 | .1776 | 3.5611 | 3.5611 | Spec Ed 2.6712 Voc Ed .8899 No debt |
| | Aurelius Township | 29,908,992 | | | | | |
| | Delhi Township | 13,612,020 | | | | | |
| | Onondaga Township | 44,751,060 | | | | | |
| | Jackson Intermediate School District | 0.5 0.6 | 1,711,655 | .3400 | 8.3678 | | Spec Ed .6.2392 Voc Ed 2.1286 No debt |
| | Leslie Twp | 517,570 | | | | | |
| | Onondaga Twp | 1,194,085 | | | | | |
| | Livingston Intermediate School District | 0.85 0.35 | 8,710,341 | .0631 | 3.1385 | | Spec Ed 3.1385 No Debt |
| | Locke Twp | 872,823 | | | | | |
| | White Oak Twp | 7,837,518 | | | | | |
| | Shiawassee Intermediate School District | | 40,246,900 | .2384 | 5.1260 | | Spec Ed 4.1260, CTE 1.0000 No debt |
| | Locke Twp | 23,713,110 | | | | | |
| | Williamstown Twp | 16,533,790 | | | | | |
| | Lansing Community College | | 13,529,224,490 | | 3.7692 | | Operating |
| | Ingham County | 9,059,656,722 | | | | | |
| | Clinton County | 1,884,734,254 | | | | | |
| | Eaton County | 2,435,837,027 | | | | | |
| | Ionia County | 7,535,373 | | | | | |
| | Livingston County | 131,838,576 | | | | | |
| | Shiawassee County | 9,622,538 | | | | | |

Agenda Item 6

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: October 5, 2022
SUBJECT: Cash Match Agreement with Michigan Rehabilitation Services
For the meeting agendas of October 17 and October 19

BACKGROUND

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

ALTERNATIVES

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

FINANCIAL IMPACT

The agreement will not exceed \$233,333 (\$63,000 local match). The agreement with Michigan Rehabilitation Services will be for the time period of October 1, 2022 through September 30, 2023.

STRATEGIC PLANNING IMPACT

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

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 TO AUTHORIZE A COOPERATIVE CASH MATCH AGREEMENT WITH
MICHIGAN REHABILITATION SERVICES**

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

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

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

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

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a cash match agreement not to exceed \$233,333 (\$63,000 local match) with Michigan Department of Health and Human Services – Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, placement supports, and supported employment services to individuals with disabilities who are eligible for MRS services.

BE IT FURTHER RESOLVED, that this agreement is contingent upon the execution of agreements with Peckham Inc., to provide Ingham County's local match portion (\$63,000), and no county funds will be used for this purpose.

BE IT FURTHER RESOLVED, that the term of the agreements shall be October 1, 2022 through September 30, 2023.

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

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

TO: Board of Commissioners Human Services, County Services, and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: October 4, 2022
SUBJECT: Resolution to Create an Environmental Sustainability Manager Position
For the meeting agendas of October 17, 18, and 19, 2022

BACKGROUND

Through Resolutions #21-195 and #21-210, the Board of Commissioners re-established the Environmental Affairs Commission (EAC) and declared a commitment to climate justice, including an additional commitment to ensuring that greenhouse gas emissions attributable to Ingham County facilities and operations are reduced to net-zero by the year 2040. Further, the County hired Bureau Veritas to conduct an energy audit of County facilities in 2022.

This resolution creates an Environmental Sustainability Manager position to handle the increasing workload necessary to implement the recommendations from the energy audit and support the ongoing activities of the EAC. The responsibilities of the Environmental Sustainability Manager would include advising and assisting the EAC in its duties to make recommendations to the Board of Commissioners on the implementation of initiatives and policies designed to reduce energy use and greenhouse gas emissions while promoting community climate resilience, environmental stewardship, and sustainability in county operations

ALTERNATIVES

The Deputy Controller, and other staff such as the Facilities Director, could continue to provide support to the EAC.

FINANCIAL IMPACT

The total long-term cost of the position at Step 5 is \$160,913.55. \$100,500 is included in the 2023 budget for the EAC. A contingency fund appropriation in an amount not to exceed \$60,413.55 will be necessary to fund the position.

STRATEGIC PLANNING IMPACT

This action supports the overarching goal of promoting environmental protection, smart growth, and conservation.

OTHER CONSIDERATIONS

It is anticipated that this position would be filled sometime in the first quarter of 2023.

RECOMMENDATION

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

INGHAM COUNTY JOB
DESCRIPTION
Environmental Sustainability Manager

General Summary:

Under the direction and supervision of the Controller/Administrator, the employee in this position will serve as the primary staff liaison to the Environmental Affairs Commission (EAC). The employee will advise and assist the EAC in its duties to make recommendations to the Board of Commissioners on the implementation of initiatives and policies designed to reduce energy use and greenhouse gas emissions while promoting community climate resilience, environmental stewardship, and sustainability in county operations. This employee is responsible for assisting the EAC to ensure that Ingham County's environmental initiatives are guided by the principles of climate justice, racial justice and equity, and just economic transitions, and that the voices and needs of those most impacted by climate change are duly considered and effectively centered during the County's transition to carbon neutrality.

Essential Functions:

1. Serve as staff liaison to the Environmental Affairs Commission, attending meetings, preparing agendas, providing background and advice on topics of discussion, and conducting research and analysis as needed.
2. Serve as the County's lead advisor on environmental issues and collaborate with departments, external groups and the public to achieve the goals outlined in the County's environmental stewardship and natural resource sustainability plans.
3. Identify communities at greatest risk of facing negative public health impacts of climate change and work with the EAC and Ingham County Health Department to develop recommendations to the Board of Commissioners for building community climate resilience in line with the county's climate justice goals.
4. Recommend environmental and sustainability policies and practices for County operations to the EAC and Board of Commissioners. Work with all County operations to incorporate sustainability in all aspects (buildings, vehicles, processes, waste management, etc.) and coordinate interdepartmental efforts to identify, plan, finance, and implement strategies to reduce greenhouse gas emissions.
5. Develop, update and oversee implementation of the County's Climate Action Plan and energy, environmental, and sustainability initiatives. Includes reviewing performance metrics and providing recommendations for programmatic improvements to more effectively achieve stated goals.
6. Identify and seek outside funding including grants and private, corporate, and foundation sources and administer grant funding as needed.
7. Attend a wide range of meetings and conferences/workshops as a representative of the County, make presentations and perform a wide range of other public relations functions for programs related to the County's sustainability plans and goals.
8. Develop strategic partnerships with other governments, universities, utilities, transportation providers, waste and recycling facilities, etc. to develop a regional approach to sustainability and oversee development of intergovernmental agreements, as appropriate.

9. Serve as liaison between the County, City, Federal and State agencies and professional organizations on issues related to environmental policy and sustainability.
10. Communicate environmental policy and program information to internal and external groups and respond to public or internal requests for information related to the County's environmental and sustainability practices, policies and programming.
11. Develop and oversee environmental education, marketing and training programs for County departments and operations, corporate partners, community groups, schools, and the public.

Other Functions:

- Performs other duties as assigned.

(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: Bachelor's Degree from an accredited college or university in environmental science, natural resource management, environmental/public policy or a related field. A Master's degree in environmental science, natural resource management, or a related field is preferred.

Experience: A minimum of three (3) years of experience working with environmental sustainability initiatives, environmental programming and/or related areas for public (preferred) or private entities.

At least three (3) years of experience managing projects, including: performing administrative, operational, budgetary or similar analysis, with particular emphasis on energy policy, energy efficiency projects, renewable energy applications, or other related field.

Other Requirements:

- Knowledge of, and experience in, environmental and sustainability programming and community development and engagement.
- Knowledge of sustainability topics such as climate change and adaptation, greenhouse gas emissions, transportation alternatives, renewable energy, waste reduction, sustainable food systems, water protection, and other localized environmental and economic stressors.
- Familiarity with the principles and concepts constituting the philosophy of environmental justice, and a general understanding of the intersections between DEI (diversity, equity and inclusion) and environmental policy.
- Excellent written and verbal communication skills; experience in writing and administering grants, including project delivery and closeout, is preferred.
- Skill in researching and analyzing information and data, writing reports and other documents; maintaining records and files; the use of a personal computer and software including applications for word processing spreadsheets and data management, and the use of cloud storage systems. Working knowledge of Microsoft Word, Excel and Access is preferred.

- Ability to establish partnerships with County departments and divisions, outside groups and the general public, and to work as part of a diverse team to collectively achieve clearly articulated goals.
- Ability to organize, administer and direct environmental education and outreach programs; to communicate effectively both verbally and in writing; and present information and concepts to a wide variety of audiences.
- Ability to accurately interpret, design, and implement policies, procedures, and regulations and independently identify needs and implement solutions.
- Ability to set priorities and coordinate multiple work activities, work independently, meet deadlines, and exercise independent judgment with oversight by the Controller/Administrator.
- Must possess and maintain a valid Michigan Driver's License, or be able to transport self to off-site locations as necessary.
- Work schedule requires flexible hours including occasional evenings and possibly weekends.

(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 primarily in an indoor environment. However, there may be occasional trips to field sites and educational outreach locations where there may be exposure to prominent lights, noises, odors, temperatures or weather conditions.
2. This position requires the individual through assistance or on their own to speak, hear, sit, stand, walk, and have finger dexterity and visual acuity.
3. This position is required to travel for meetings and appointments.

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 continuous stamina in sitting, typing and enduring repetitive movements of the wrists, hands or fingers.

(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.)

2023 Rates**FULL TIME****MC 11**

| | | | Step 1 | Step 5 |
|------|--------|------------------------|---------------|---------------|
| 0 | 704000 | Salary | 76,894.74 | 92,321.59 |
| 8951 | 714000 | Unemployment | 384.47 | 461.61 |
| 1000 | 715000 | FICA | 5,882.45 | 7,062.60 |
| 8846 | 715050 | Liability | 1,060 | 1,272 |
| 2720 | 716020 | Health | 19,002.69 | 19,002.69 |
| 8952 | 716035 | Health Surcharge | 3,585.00 | 3,585.00 |
| 8955 | 716040 | Health Insurance Trust | 3,460.26 | 4,154.47 |
| 2700 | 716100 | Dental | 936.00 | 936.00 |
| 2710 | 716200 | Vision | 135.00 | 135.00 |
| 8953 | 716450 | Separation | 1,537.89 | 1,846.43 |
| 8986 | 717000 | Life | 149.82 | 149.82 |
| 8941 | 717100 | Disability | 99.96 | 120.02 |
| 7223 | 718000 | Retirement | 22,922.32 | 27,521.07 |
| 7323 | 718500 | Retirement | 1,922.37 | 2,308.04 |
| 8810 | 722000 | Workers Comp | 30.76 | 36.93 |
| | | | 138,003.43 | 160,913.55 |

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CREATE AN ENVIRONMENTAL SUSTAINABILITY MANAGER POSITION

WHEREAS, on April 13, 2021, the Ingham County Board of Commissioners approved Resolution #21-195, which re-established the Environmental Affairs Commission (EAC); and

WHEREAS, on April 13, 2021, the Ingham County Board of Commissioners also approved Resolution #21-210, which declared a commitment to climate justice; and

WHEREAS, Resolution #21-210 included a commitment to ensuring that greenhouse gas emissions attributable to Ingham County facilities and operations are reduced to net-zero by the year 2040; and

WHEREAS, in 2022, the Board of Commissioners approved a contract with Bureau Veritas for a county-wide energy audit; and

WHEREAS, the Ingham County EAC has recommended the creation of an Environmental Sustainability Manager position due to the work necessary to achieve the County's goals; and

WHEREAS, the responsibilities of the Environmental Sustainability Manager would include advising and assisting the EAC in its duties to make recommendations to the Board of Commissioners on the implementation of initiatives and policies designed to reduce energy use and greenhouse gas emissions while promoting community climate resilience, environmental stewardship, and sustainability in county operations; and

WHEREAS, the Environmental Sustainability Manager position will be classified as an MC Level 11 (2023 salary range of \$76,894.74 to \$92,321.59), total cost including benefits not to exceed \$160,913.55; and

WHEREAS, a Contingency Fund appropriation will be necessary to fully fund the position in 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the creation of an Environmental Sustainability Manager MC Level 11 (2023 salary range of \$76,894.74 to \$92,321.59) position under the direction of the Controller/Administrator.

BE IT FURTHER RESOLVED, that a transfer from the 2023 Contingency Fund in an amount not to exceed \$60,413.55 is authorized to cover the cost of this position.

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

Agenda Item 8

TO: Board of Commissioners Human Services & Finance Committees

FROM: Tim Morgan, Parks Director

DATE: October 4, 2022

SUBJECT: Transfer of wages to equipment repair line item

For the meeting agenda of October 17, 2022 Human Services and October 19, 2022 Finance

BACKGROUND

The parks mechanic retired which left the position vacant from September 17, 2021 to August 8, 2022, leaving Ingham County Parks without a mechanic. Due to this vacancy, the Parks Department needed to use outside vendors for equipment repair and maintenance which was proven to be costly. Resolution #21-547 transferred the mechanics salary from the last day of work until December 31, 2021 to cover the cost of a sole source vendor for preventative maintenance service of the snow groomer at Hawk Island. The Ingham County Parks would like to transfer the remainder of the vacant mechanic positions salary from January 1, 2022 to August 5, 2022 to cover the costs of additional equipment repair and maintenance that was accrued during that timeframe.

ALTERNATIVES

To leave the equipment repair line item as is and have no additional funds for repairs or maintenance.

FINANCIAL IMPACT

This resolution requests authorization to transfer wages in the amount of \$27,556.41 into line item 208-75200-932000. The wage line items are 208-75300-704000 (\$9,185.47), 208-75500-704000 (\$9,185.47), and 208-75600-704000 (\$9,185.47). Transfers to or from the Personnel Cost Category require approval of the Board of Commissioners.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Park Commission will review this request at their October 10, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing the transfer of wages to equipment repair.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE TRANSFER OF WAGES TO
EQUIPMENT REPAIR LINE ITEM**

WHEREAS, the Ingham County Parks mechanic position was vacant from September 17, 2021 to August 8, 2022, leaving the Ingham County Parks without a mechanic; and

WHEREAS, the Ingham County Parks Department needed to use outside vendors for equipment repair and maintenance which was proven to be costly; and

WHEREAS, the Ingham County Parks Department is requesting authorization to transfer funds from the wage line items 208-75300-704000 (\$9,185.47), 208-75500-704000 (\$9,185.47), and 208-75600-704000 (\$9,185.47) to line item 208-75200-932000 in order to cover the costs for equipment repair and maintenance; and

WHEREAS, it is necessary to transfer funds into line item 208-75300-704000 due to overspending to use outside vendors for equipment repair and maintenance; and

WHEREAS, transfers to or from the Personnel Cost Category require approval of the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the transfer of wages in the amount of \$27,556.41 from line items 208-75300-704000 (\$9,185.47), 208-75500-704000 (\$9,185.47), and 208-75600-704000 (\$9,185.47) into line item 208-75200-932000.

Agenda Item 9a

TO: Board of Commissioners Human Services and Finance Committees
FROM: Cynthia Wagner
DATE: October 4, 2022
SUBJECT: Agreement with PepsiCo for Beverage Services at Potter Park Zoo
For the meeting agendas of October 17 and 19, 2022

BACKGROUND

Ingham County is responsible for the operation of the Potter Park Zoo concessions, including beverage services.

The County purchasing department sent out RFP #132-22 and PepsiCo was the only vendor to submit a proposal.

ALTERNATIVES

The RFP could be sent out again by the purchasing department to try to get more submissions. With the limited number of beverage providers available, we feel this is not necessary and we can move forward with PepsiCo.

FINANCIAL IMPACT

PepsiCo has proposed an annual sponsorship of \$3,000 and a marketing fund of \$1,000. They also proposed a \$2.00 rebate per case/gallon on all purchased products, 35% commission on vending machines and 40 cases of donated water or soda. PepsiCo will supply all equipment needed to provide beverage service at Potter Park Zoo.

An agreement with PepsiCo provides an additional revenue source for Potter Park Zoo. In 2021, Potter Park Zoo realized \$38,313 in revenue from PepsiCo sales.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Improving Facilities, specifically section A.1 (f) of the Ingham County Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

None at this time.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with PepsiCo for beverage services at Potter Park Zoo.

Agenda Item 9a

TO: Cynthia Wagner, Director of PPZ

FROM: James Hudgins, Director of Purchasing

DATE: September 28, 2022

RE: Memorandum of Performance for RFP No. 132-22 Beverage Services for Potter Park Zoo

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors interested in entering into a contract to provide vending and fountain beverage services at Potter Park Zoo.

The Purchasing Department can confirm the following:

| Function | Overall Number of Vendors | Number of Local Vendors |
|----------------------------|---------------------------|-------------------------|
| Vendors invited to propose | 7 | 2 |
| Vendors responding | 1 | 0 |

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 RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

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

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

SUMMARY OF VENDORS' COSTS

| Vendor Name | Local Preference | Annual Sponsorship | Marketing Fund | Rebates | Commission | Annual Support |
|-------------|------------------------------|--------------------|-------------------------|-----------------------|-------------------------------|---|
| Pepsi Co. | No, Lansing (Clinton County) | \$3,000.00 | \$1,000/ Year (3-years) | \$2.00/Case or Gallon | 35% Paid Monthly or Quarterly | Free Donated Product, 40 cases/year of Auafina, 16 oz. Alumitek Aqufina cans or 20 oz bottles |

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PEPSICO FOR
BEVERAGE SERVICES AT POTTER PARK ZOO**

WHEREAS, Ingham County is responsible for the operation of the Potter Park Zoo concessions including beverage services; and

WHEREAS, beverage sales provide an additional source of revenue for Potter Park Zoo; and

WHEREAS, the County purchasing department sent out RFP #132-22 and PepsiCo was the only vendor to submit a proposal; and

WHEREAS, the Zoo Director and the Purchasing Director reviewed the bid for RFP #132-22 submitted by PepsiCo and found it to meet the criteria necessary for beverage services at Potter Park Zoo.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with PepsiCo for beverage services at Potter Park Zoo.

BE IT FURTHER RESOLVED, that the agreement shall be three years with an additional two-year extension option, effective the date of execution.

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

Agenda Item 9b

TO: Board of Commissioners Human Services and Finance Committees
FROM: Cynthia Wagner, Potter Park Zoo Director
DATE: October 04, 2022
SUBJECT: Agreement with HMK Landscaping for Tree Felling Services at Potter Park Zoo
For the meeting agendas of October 17 and 19, 2022

BACKGROUND

Established in an oak forest in 1920, Potter Park Zoo has become a staple of the community. In an effort to maintain safety for patrons, staff, and the animals, many trees must be removed. The health of all trees on Potter Park Zoo grounds were evaluated by a certified arborist and removals were prioritized based on this assessment.

ALTERNATIVES

There are no safe alternatives at this time. Leaving dying trees standing is a significant safety risk for patrons, staff, animals, and the facilities.

FINANCIAL IMPACT

HMK Landscaping submitted the lowest responsible proposal of \$ 96,750 for tree felling services at Potter Park Zoo. There is \$25,000 available for this project in 2022 Zoo CIP line item #25869900 974000 and \$50,000 budgeted in 2023 Zoo CIP projects for a total of \$75,000. The remaining \$21,750 is available in the zoo fund balance.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Improving Facilities, specifically section A.1 (f) of the Ingham County Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

In an effort to minimize the risk of introducing Oak Wilt into the Potter Park Zoo, all work will need to be completed between the months of December and March.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with HMK Landscaping to provide tree felling services at Potter Park Zoo in an amount not to exceed \$96,750.

Agenda Item 9b

TO: Cynthia Wagner, Potter Park Zoo Director

CC: Brian Fisher, Potter Park Zoo Deputy Director

FROM: James Hudgins, Director of Purchasing

DATE: September 19, 2022

RE: Memorandum of Performance for RFP No. 140-22 Tree Felling Services

Per your request, the Purchasing Department on behalf of Potter Park Zoo sought proposals from qualified and experienced vendors to enter into a contract for the purpose of felling trees and the removal of dead wood. In an effort to minimize the risk of introducing Oak Wilt into the Zoo, all work will be completed between the months of December and March. Additionally, the awarded vendor must have a minimum of 8 years' experience and assign an ISA certified arborist to the project.

The scope of work includes, but is not limited to, felling trees, removing 2" and larger dead wood and hanging limbs, grinding stumps below grade, removing dead and hanging wood from the canopy and removing trees, and removing all debris from grounds as designated in the request for proposal at the Potter Park Zoo, Camp Ground, Park and Lion Exhibit.

The Purchasing Department can confirm the following:

| Function | Overall Number of Vendors | Number of Local Vendors |
|----------------------------|---------------------------|-------------------------|
| Vendors invited to propose | 86 | 25 |
| Vendors responding | 2 | 2 |
| Vendors unresponsive | 4 | 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 RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

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

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

SUMMARY OF VENDORS' COSTS

| Vendor Name | Local Preference | Forms | Addendums (2) | Total Cost for All Base Bid Trees | Deadwood & Hanging 2" or Larger | Deadwood & Hanging 2" or Larger | Total Cost for All Alternates | GRAND TOTAL COST |
|------------------------|---------------------|--|-----------------------|--|---------------------------------------|---------------------------------------|----------------------------------|-------------------------------------|
| | | | | (Zoo, Camp Ground, Park and Lion Exhibit) | Base Bid Zoo | Base Bid Camp Ground | | Base Bid Items & Alternate Items |
| HMK Landscaping | Yes, Lansing MI | Yes | Yes | \$51,250.00 | \$300.00/Hour | \$300.00/Hour | \$45,500.00 | \$96,750.00 |
| Top Notch Tree Care | Yes, Holt MI | Yes | Yes | \$51,786.00 | \$282.00/Hour | \$282.00/Hour | \$50,572.00 | \$102,358.00 |
| Upper Cut Tree Service | Yes, Williamston MI | No Forms | No | Unresponsive | | | | |
| Lansing Tree Service | Yes, Lansing MI | Missing Forms: Addendum 2 & Cost Sheet | No | Unresponsive | | | | |
| CHOP | No, Grand Rapids MI | Missing Forms: Addendum 2 & Cost Sheet | #1 = Yes / #2 = No | Unresponsive | | | | |
| Treeworks Inc. | No, Nunica MI | Missing Forms: Addendum 2 & Cost Sheet | #1 = Yes / #2 = No | Unresponsive | | | | |

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH HMK LANDSCAPING FOR
TREE FELLING SERVICES AT POTTER PARK ZOO**

WHEREAS, established in an oak forest in 1920, Potter Park Zoo has become a staple of the community; and

WHEREAS, the health of all trees on Potter Park Zoo grounds were evaluated by a certified arborist and removals were prioritized based on this assessment; and

WHEREAS, it is the recommendation of Potter Park Zoo to enter into an agreement with HMK Landscaping, who submitted the lowest responsive and responsible proposal of \$96,750 to provide professional tree felling services at Potter Park Zoo; and

WHEREAS, funds are available in the approved 2022 CIP Zoo Fund line item #25869900 974000 to cover \$25,000 of the project and \$50,000 budgeted in the 2023 approved Zoo CIP projects for a total of \$75,000; and

WHEREAS, the remaining balance of \$21,750 will come from the Zoo Fund Balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with HMK Landscaping in an amount not to exceed \$96,750.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution 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 29, 2022
SUBJECT: Resolution to Authorize Amending the Agreement with Walgreens to update the definition of Covered Entity Location and add Store 21186 to the 340B drug discount program.

For the Meeting Agendas of October 17, 2022 and October 19, 2022

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to amend the existing agreement with Walgreens to update the definition of "covered entity location" and to add Store #21186 to the CHC's 340B drug discount program, effective upon approval. Store #21186 is located at 2284 Ballenger Highway in Flint, Michigan. The 340B initiative is a Federal program that requires pharmaceutical manufacturers to sell drugs to eligible providers at a discount for outpatient use. Public Law 102-585 states that the Veterans Health Care Act of 1992 codified as Section 340B of the Public Health Service Act, limits the amount that manufactures may charge covered entities. The 340B program offers opportunities to purchase discounted drugs for use during the patient visit, or for dispensing from a covered entity owned pharmacy or via contract arrangement with a retail pharmacy. ICHD's CHCs currently participate in the 340B program only for the purchase of drugs administered as part of a patient visit. ICHD has contracted with Walgreens since 2016.

ALTERNATIVES

If we do not amend this agreement, we will not be able to realize savings associated with patients utilizing Walgreens - Store #21186.

FINANCIAL IMPACT

There is no cost to participate in this agreement. This agreement will generate \$68,400 in annual savings, based on the volume of existing patients who presently receive prescription medications from Walgreens, Store #21186.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize amending the existing agreement with Walgreens to both update the definition of "covered entity location" and to add Store #21186 to the CHC's 340B drug discount program, effective upon approval and to be ongoing.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE AGREEMENT WITH WALGREENS TO UPDATE THE
DEFINITION OF COVERED ENTITY LOCATION AND ADD STORE #21186 TO THE
340B DRUG DISCOUNT PROGRAM**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to amend the existing agreement with Walgreens Pharmacy to update the definition of "covered entity location" and to add Store #21186 to the CHC's 340B drug discount program, effective upon approval and to be ongoing; and

WHEREAS, Store #21186 is located at 2284 Ballenger Highway in Flint, Michigan; and

WHEREAS, the 340B initiative is a Federal program that requires pharmaceutical manufacturers to sell drugs to eligible providers at a discount for outpatient use; and

WHEREAS, Public Law 102-585 – Veterans Health Care Act of 1992 codified as Section 340B of the Public Health Service Act, limits the amount that manufactures may charge covered entities; and

WHEREAS, the 340B program offers opportunities to purchase discounted drugs for use during the patient visit, for dispensing from a covered entity owned pharmacy or via contract arrangement with a retail pharmacy; and

WHEREAS, the ICHD's CHCs currently participate in the 340B program only for the purchase of drugs administered as part of a patient visit; and

WHEREAS, ICHD has contracted with Walgreens since 2016; and

WHEREAS, there is no cost to participate in this agreement and this agreement will generate \$68,400 in annual savings, based on the volume of existing patients who presently receive prescription medications from Walgreens Store #21186; and

WHEREAS, the Ingham Community Health Center Board of Directors and the Health Officer recommend amending the existing agreement with Walgreens to both update the definition of "covered entity location" and to add Store #21186 to the CHC's 340B drug discount program, effective upon approval and to be ongoing.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes amending the existing agreement with Walgreens to both update the definition of "covered entity location" and to add Store #21186 to the CHC's 340B drug discount program, effective upon approval and to be ongoing.

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 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 Commissioner's Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 3, 2022
SUBJECT: Resolution Authorizing Agreement with PROCeu for Behavioral Wellness Seminar
For the meeting agendas of October 17 and October 19, 2022

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with PROCeu for a Behavioral Wellness Seminar effective upon approval through November 30, 2022 in an amount not to exceed \$8,550. Through Resolution #22-291, ICHD was awarded \$5,000 in Michigan Association for Local Public Health (MALPH) funding to be used for services designed to address workplace stress associated with responding to the COVID-19 pandemic. As ICHD employees experienced negative impacts of COVID-19, this funding was appropriately designed to address topics such as teambuilding, mindfulness, dealing with difficult people and situations, workplace violence mitigation, reducing stress, and workplace resilience. After obtaining 3 bids from 3 Behavioral Wellness agencies, ICHD chose PROCeu based upon their competitive bid as well as their comprehensive plan for addressing these unique issues in the workplace. The additional cost for the wellness seminar totaling \$3,550 will be covered by workforce development funding authorized through Resolution #22-359.

ALTERNATIVES

Not entering into this agreement would forfeit valuable funding uniquely allocated for addressing the negative impacts of COVID-19 on ICHD employees.

FINANCIAL IMPACT

All costs for this agreement in an amount not to exceed \$8,550, will be funded by the MALPH Local Public Health Wellness Grant and by workforce development funding.

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

I respectfully recommend that the Ingham County Board of Commissioners authorizes entering into an agreement with PROCeu for a Behavioral Wellness Seminar effective upon approval through November 30, 2022 in an amount not to exceed \$8,550.

Introduced by the Human Services and Finance Committees:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PROCEU FOR
BEHAVIORAL WELLNESS SEMINAR**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with PROCEu for a Behavioral Wellness Seminar effective upon approval through November 30, 2022 in an amount not to exceed \$8,550; and

WHEREAS, ICHD was awarded \$5,000 in Michigan Association for Local Public Health (MALPH) funding to be used for services designed to address workplace stress associated with responding to the COVID-19 pandemic; and

WHEREAS, as ICHD employees experienced negative impacts of COVID-19, this funding was appropriately designed to address topics such as teambuilding, mindfulness, dealing with difficult people and situations, workplace violence mitigation, reducing stress, and workplace resilience; and

WHEREAS, after obtaining 3 bids from 3 Behavioral Wellness agencies, ICHD chose PROCEu based upon their competitive bid as well as their comprehensive plan for addressing these unique issues in the workplace; and

WHEREAS, the additional cost for the wellness seminar, totaling \$3,550 will be covered by workforce development funding authorized through Resolution # 22-359; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with PROCEu for a Behavioral Wellness Seminar effective upon approval through November 30, 2022 in an amount not to exceed \$8,550.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with PROCEu for a Behavioral Wellness Seminar effective upon approval through November 30, 2022 in an amount not to exceed \$8,550.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement 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, 2022
SUBJECT: Resolution Authorizing the Acceptance of Contract Funds from Mid-State Health Network
For the meeting dates of October 17, October 18 and October 19, 2022

BACKGROUND

Ingham County Health Department (ICHD) wishes to receive \$221,106 from Mid-State Health Network (MSHN) and enter into contracts for Substance Use Disorder (SUD) Prevention services and SUD Treatment services, effective for the period October 1, 2022 through September 30, 2023. The FY23 MSHN SUD Prevention contract will total \$104,311 and will enable ICHD to continue the coordination of the Ingham Opioid Abuse and Prevention Initiative (IOAPI), Narcan training and distribution, and youth vaping and marijuana prevention and harm reduction efforts.

The FY23 MSHN SUD Treatment contract will total \$116,795 and will enable ICHD to implement a robust Overdose Response System that department staff and community partners developed and piloted between 2020 and 2022.

ALTERNATIVES

ICHD could choose not to accept the funding and forfeit implementing a robust Overdose Response System.

FINANCIAL IMPACT

ICHD's FY '23 budget included \$104,311 from MSHN; the additional funds will allow the Health Department to implement an Overdose Response System.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing ICHD to receive \$221,106 from Mid-State Health Network (MSHN) and to enter into contracts for Substance Use Disorder (SUD) Prevention services, totaling \$104,311 and SUD Treatment services totaling \$116,795 for the period October 1, 2022 through September 30, 2023.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT CONTRACT FUNDS FROM MID-STATE HEALTH NETWORK

WHEREAS, Ingham County Health Department (ICHD) wishes to receive \$221,106 from Mid-State Health Network (MSHN) and enter into contracts for Substance Use Disorder (SUD) Prevention and SUD Treatment for the period October 1, 2022 through September 30, 2023.

WHEREAS, the 2023 MSHN SUD Prevention contract will total \$104,311 and will enable ICHD to continue the coordination of the Ingham Opioid Abuse and Prevention Initiative (IOAPI), Narcan training and distribution, and youth vaping and marijuana prevention and harm reduction efforts; and

WHEREAS, the 2023 MSHN SUD Treatment contract will total \$116,795 and will enable ICHD to implement a robust Overdose Response System that department staff and community partners developed and piloted between 2020 and 2022; and

WHEREAS, the Health Officer recommends that the Ingham county Board of Commissioners authorize ICHD to receive \$221,106 from MSHN) and enter into contracts with MSHN for SUD Prevention services totaling \$104,311 and SUD Treatment services totaling \$116,795 for the period October 1, 2022 through September 30, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of \$221,106 from Mid-State Health Network and authorizes ICHD to enter into a SUD Prevention contract totaling \$104,311 for the period October 1, 2022 through September 30, 2023 and a SUD Treatment contract totaling \$116,795 for the period October 1, 2022 through September 30, 2023.

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

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

Agenda Item 10d

TO: Board of Commissioners Human Services, County Services, and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 26, 2022
SUBJECT: Resolution to Change Position #601043 (Community Health Representative II) to from 1.0FTE to 0.50FTE
For the meeting dates of October 17, October 18 and October 19, 2022

BACKGROUND

Ingham County Health Department (ICHD) has served as a Local Coordinating Agency (LCA) for the Michigan Breast and Cervical Cancer Control and Navigation Program (BC3NP) since the mid-1990s. BC3NP, which is funded by the U.S. Centers for Disease Control and Prevention, is designed to provide low-income women access to life-saving cancer screening services and follow-up care, including cancer treatment if needed. Since its inception, ICHD has served as the LCA for a multi-county area in Michigan, with heavy emphasis on Ingham County. Following enactment and implementation of the U.S. Patient Protection and Affordable Care Act of 2010, BC3NP eligibility in Michigan was gradually modified to exclude Medicaid-eligible women. This change has resulted in significant reductions in BC3NP enrollments and funding levels for BC3NP in the Comprehensive Agreement between MDHHS and ICHD.

MDHHS has notified ICHD that for the fiscal year October 1, 2022 through September 30, 2023, the per-patient funding to LCAs will change from \$220/patient to \$175/patient. MDHHS has also notified ICHD that Michigan Breast and Cervical Cancer Information System (MBCIS) entries of client screening results will be completed by MDHHS staff versus being completed by LCA staff. MDHHS BC3NP coordinators have also notified ICHD of their decision to reduce the ICHD BC3NP caseload goal from 505 women in FY22 to 425 women in FY23.

These changes have resulted in BC3NP funding in the MDHHS Comprehensive Agreement with ICHD declining from \$111,110 in FY22 to \$74,375 in FY23. Pursuant to these changes, ICHD wishes to reduce position #601043, Community Health Representative II (CHR II), from a 1.0FTE position to a 0.50FTE position. This position is currently vacant.

ALTERNATIVES

ICHD could allocate general fund dollars to keep the CHR II position at a 1.0FTE, or ICHD could withdraw entirely from the Michigan BC3NP.

FINANCIAL IMPACT

Reducing position #601043, CHR II from a 1.0FTE position to a 0.50FTE position, will prevent the utilization of general fund dollars that would be required to keep the CHR II position at 1.0FTE.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to reduce position #601043 from a 1.0FTE position to a 0.50FTE position effective upon approval.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CHANGE POSITION #601043 (COMMUNITY HEALTH REPRESENTATIVE II)
FROM 1.0FTE TO 0.50FTE**

WHEREAS, Ingham County Health Department (ICHD) has served as a Local Coordinating Agency (LCA) for the Michigan Breast and Cervical Cancer Control and Navigation Program (BC3NP) since the mid-1990s; and

WHEREAS, BC3NP, which is funded by the U.S. Centers for Disease Control and Prevention, is designed to provide low-income women access to life-saving cancer screening services and follow-up care, including cancer treatment if needed; and

WHEREAS, following enactment and implementation of the U.S. Patient Protection and Affordable Care Act of 2010, BC3NP eligibility in Michigan was gradually modified to exclude Medicaid-eligible women; and

WHEREAS, this change has resulted in significant reductions in BC3NP enrollments and funding levels for BC3NP in the Comprehensive Agreement between MDHHS and ICHD; and

WHEREAS, MDHHS has notified ICHD that for the fiscal year October 1, 2022 through September 30, 2023, the per-patient funding to LCAs will change from \$220/patient to \$175/patient; and

WHEREAS, MDHHS has also notified ICHD that Michigan Breast and Cervical Cancer Information System (MBCIS) entries of client screening results will be completed by MDHHS staff versus being completed by LCA staff; and

WHEREAS, MDHHS BC3NP coordinators have also notified ICHD of their decision to reduce the ICHD BC3NP caseload goal from 505 women in FY 2022 to 425 women in FY 2023; and

WHEREAS, these changes have resulted in BC3NP funding in the MDHHS Comprehensive Agreement with ICHD declining from \$111,110 in FY22 to \$74,375 in FY23; and

WHEREAS, pursuant to these changes, ICHD wishes to reduce position #601043, Community Health Representative II (CHR II), from a 1.0FTE position to a 0.50FTE position; and

WHEREAS, position #601043 is currently vacant; and

WHEREAS, the Ingham County Health Officer recommends that the Ingham County Board of Commissioners authorize reducing position #601043, CHR II, from a 1.0FTE position to a 0.50FTE position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes reducing position #601043, CHR II from a 1.0FTE position to a 0.50FTE position.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign 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 26, 2022
SUBJECT: Acceptance of FY 2023 Child and Adolescent Health Center Program Funds

For the meeting agendas of October 31, 2022 and November 1, 2022

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept \$585,000 in 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, 2022 through September 30, 2023. The funding will support continued operations of ICHD's school-based and school-linked health centers. ICHD's CHCs previously accepted CAHC program funding from the Michigan Department of Health and Human Services (MDHHS), as administered through the Michigan Primary Care Association (MPCA), for the period of February 1, 2022 through September 30, 2022, through Resolution #22-264.

ALTERNATIVES

Choosing not to accept this funding would result in a loss of funding and primary, preventative, and early intervention care to children, adolescents, and their families

FINANCIAL IMPACT

The CAHC funding award for the term of October 1, 2022 through September 30, 2023 is \$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 authorize 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, 2022 through September 30, 2023.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FY 2023 CHILD AND ADOLESCENT HEALTH CENTER
PROGRAM FUNDS**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept \$585,000 in 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, 2022 through September 30, 2023; and

WHEREAS, the funding will support continued operations of ICHD's CHC school-based and school-linked health centers; and

WHEREAS, ICHD's CHCs previously accepted CAHC program funding from the Michigan Department of Health and Human Services (MDHHS), as administered through the Michigan Primary Care Association (MPCA), effective February 1, 2022 through September 30, 2022, through Resolution #22-264; and

WHEREAS, the CAHC funding award effective October 1, 2022 through September 30, 2023 is for 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; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners accept \$585,000 in funding from the 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, 2022 through September 30, 2023; and

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, 2022 through September 30, 2023.

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, County Services, and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 26, 2022
SUBJECT: Acceptance of FY 2023 MIKIDs NOW Funds

For the meeting agendas of October 17, October 18 and October 19, 2022

BACKGROUND

Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to accept a funding amount not to exceed \$150,000 from the MIKIDs NOW program to promote the mental health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2022 through September 30, 2023. The MIKIDs NOW program is administered by the Michigan Department of Health and Human Services. These funds will support the expansion of behavioral health services in ICHHD CHC's school-based and school-linked health centers via an additional 1.0 full-time equivalent Behavioral Health Consultant.

ALTERNATIVES

Choosing not to accept this funding would result in a loss of services promoting the mental health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care.

The MIKIDs NOW funding award for the term of October 1, 2022 through September 30, 2023 is \$150,000 and is divided as follows:

- Eastern Health Center - \$50,000
- Sexton Health Center - \$50,000
- Willow Health Center - \$50,000

The cost for a 1.0 FTE Behavioral Health Consultant is featured below:

ICEA Prof ICEA Prof Grade 9 Step 1 Grade 9 Step 5

| | | |
|---------------|----------|----------|
| SALARY | \$69,736 | \$83,736 |
| UNEMPLOYMT | \$349 | \$419 |
| FICA/MEDICARE | \$5,335 | \$6,406 |
| DENTAL | \$936 | \$936 |
| VISION | \$135 | \$135 |
| PHP MED | \$21,880 | \$21,880 |
| MERS 0101H | \$21,297 | \$25,573 |
| RTEE CHG B | \$3,585 | \$3,585 |
| SEPARATE | \$1,395 | \$1,675 |
| RET/HLTH/T | \$3,138 | \$3,768 |
| DISABILITY | \$91 | \$109 |
| LIFE 30K | \$117 | \$117 |
| WORKERS' COMP | \$342 | \$410 |

| | | |
|---------|-----------------|-----------------|
| CARES | <u>\$33</u> | <u>\$33</u> |
| | \$128,368 | \$148,781 |
| Salary | \$69,736 | \$83,736 |
| Fringes | <u>\$58,632</u> | <u>\$65,045</u> |
| | \$128,368 | \$148,781 |

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize accepting funding in an amount not to exceed \$150,000 from the MIKIDs NOW program to promote the mental health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2022 through September 30, 2023.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT FY 2023 MIKIDS NOW FUNDS

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to accept a funding amount not to exceed \$150,000 from the MIKIDS NOW program to promote the mental health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2022 through September 30, 2023; and

WHEREAS, the MIKIDS NOW program is administered by the Michigan Department of Health and Human Services; and

WHEREAS, these funds will support the expansion of behavioral health services in ICHHD CHC's school-based and school-linked health centers via an additional 1.0 full-time equivalent Behavioral Health Consultant; and

WHEREAS, the MIKIDS NOW funding award for the term of October 1, 2022 through September 30, 2023 is \$150,000 and is divided as follows:

- Eastern Health Center - \$50,000
- Sexton Health Center - \$50,000
- Willow Health Center - \$50,000; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Health Officer support accepting a funding amount not to exceed \$150,000 from the MIKIDS NOW program to promote the mental health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2022 through September 30, 2023.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting a funding amount not to exceed \$150,000 from the MIKIDS NOW program to promote mental health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services effective October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that effective upon approval of this resolution, an additional 1.0 full-time equivalent Behavioral Health Consultant ICEA Prof Grade 9 (\$69,736 - \$83,736) position is authorized to support the expansion of behavioral health services in ICHHD CHC's school-based and school-linked health centers.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign 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: October 4, 2022
SUBJECT: Authorization to Issue a Purchase Order for the Signage at Allen Community Health Center.

For the meeting agendas of October 17, 2022 and October 19, 2022

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to issue a purchase order to Foresight for the completion of the signage project at Allen Community Health Center in an amount not to exceed \$5,622.81 effective upon approval.

ALTERNATIVES

There were no alternatives, as Foresight was the only vendor available to complete the signage project.

FINANCIAL IMPACT

The total cost of purchase did not exceed \$5,622.81 and will be offset by revenue generated from services provided at Allen Community Health Center.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize issuing a purchase order to Foresight for the completion of the signage project at Allen Community Health Center in an amount not to exceed \$5,622.81.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ISSUE A PURCHASE ORDER TO FORESIGHT FOR THE
SIGNAGE PROJECT AT ALLEN COMMUNITY HEALTH CENTER**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHCs) wish to issue a purchase order to Foresight for the completion of signage at Allen Community Health Center in an amount not to exceed \$5,622.81, effective upon approval; and

WHEREAS, Foresight was the only vendor available to complete the signage project; and

WHEREAS, the total cost of the purchase did not exceed \$5,622.81 and will be offset by revenue generated from services provided at Allen Community Health Center; and

WHEREAS, the Ingham Community Health Centers Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorize issuing a purchase order to Foresight for the completion of the signage project at Allen Community Health Center in an amount not to exceed \$5,622.81.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes issuing a purchase order to Foresight for the completion of the signage project at Allen Community Health Center in an amount not to exceed \$5,622.81, effective upon approval.

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

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

Agenda Item 10h

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, Health Officer
DATE: September 26, 2022
SUBJECT: Authorization to enter into an agreement with Iron Mountain, Inc.
For the meeting agendas of October 17, 2022 and October 19, 2022

BACKGROUND

Ingham County Health Department (ICHHD) wishes to move external records currently stored at Iron Mountain Inc. to Graphic Sciences, Inc. effective upon approval for an amount not to exceed \$95,000. ICHHD currently has approximately 6,500 cubic feet (ft³) of documents stored at Iron Mountain Inc. ICHHD has been unsuccessful in executing an agreement with Iron Mountain, Inc. that can be agreed upon by both parties and is proposing to move the external records from Iron Mountain Inc. to Graphic Sciences, Inc. Ingham County has a current agreement with Graphic Sciences Inc.

ALTERNATIVES

Leave the off-site storage documents at Iron Mountain, Inc.

FINANCIAL IMPACT

The expected cost of retrieval, preparation to transfer and permanent withdrawal of these documents will not exceed \$95,000. The costs will be covered by ICHHD's 2023 budget.

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objection 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 move off-site storage records from Iron Mountain Inc. to Graphic Sciences Inc., effective upon approval in an amount not to exceed \$95,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH IRON MOUNTAIN, INC.
TO REMOVE OFF-SITE STORAGE RECORDS**

WHEREAS, Ingham County Health Department (ICHD) wishes to move external records currently stored at Iron Mountain Inc. to Graphic Sciences, Inc. effective upon approval for an amount not to exceed \$95,000; and

WHEREAS, ICHD has been unsuccessful in negotiating an agreement with Iron Mountain, Inc. for the storage of external records; and

WHEREAS, Iron Mountain currently stores approximately 6,500 cubic feet (ft³) of Health Department documents; and

WHEREAS, ICHD has a current agreement with Graphic Sciences, Inc, for the transport, storage and retrieval of Health Department files; and

WHEREAS, it would be prudent to move external storage documents to a vendor where Ingham County has an executed agreement; and

WHEREAS, the expected costs of retrieval, preparation to transfer, and permanent withdrawal of documents from Iron Mountain Inc. is not to exceed \$95,000; and

WHEREAS, the costs of this agreement will be covered by ICHD's 2023 budget; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize removing off-site storage records from Iron Mountain Inc. to Graphic Sciences Inc., effective upon approval in an amount not to exceed \$95,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes removing off-site storage records from Iron Mountain Inc. to Graphic Sciences Inc., effective upon approval in an amount not to exceed \$95,000.

BE IT FURTHER RESOLVED, that there is sufficient funding included in the 2023 ICHD budget and the Controller/Administrator is authorized to amend budget line items to implement the 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 & Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 26, 2022
SUBJECT: Authorization for Fiduciary/Payee Agreements with Kids' Health Connections
For the Meeting Agendas of October 17 and October 19, 2022

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Kids' Health Connection (KHC) to act as a Medicaid Outreach Match Partner effective October 1, 2022 through September 30, 2023, in an amount not to exceed \$1,246,418. ICHD has partnered with KHC (formerly WCHAP) since 2014, acting as a Medicaid Match Partner whereby KHC offers a pediatric medical home implementation program. KHC coordinates an integrated system of early childhood support services that is voluntary, accessible, and culturally competent for families with children who are on Medicaid or are Medicaid eligible. KHC provides this service through a variety of avenues including telephone consultation, education, transportation, home visits, interpretation services, and asthma case management services. KHC's sustainability is dependent upon receiving Medicaid Outreach Match funds. As the Medicaid Outreach Match Partner for KHC.

ICHD will:

1. Receive funds from KHC in the amount of \$608,209 for Medicaid eligible expenses
2. Receive funds from KHC in the amount of \$30,000 for administrative support
3. Set up a system to provide quarterly reimbursements
4. Process Medicaid Outreach documentation required to draw Medicaid Outreach Match Funds
5. Perform on site monitoring of KHC
6. Forward any required reports as provided by KHC

KHC will:

1. Provide quarterly financial reports of all expenses
2. Provide quarterly reports for Medicaid Outreach
3. Keep ICHD up-to-date on any changes in funding

ALTERNATIVES

ICHD could choose to not enter into this agreement with KHC, resulting in a loss of opportunity to offer early childhood support services.

FINANCIAL IMPACT

ICHD will receive \$30,000 in administrative support funds from KHC.

STRATEGIC IMPACT

Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Strategy 1. Strive to make facilities and services user-friendly b. Expand Medicaid enrollment activities throughout Ingham County .e. Expand access to health care for County residents, with an emphasis on the uninsured and the under-insured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize acceptance of funds from KHC in an amount of \$638,209, whereby ICHD will serve as a fiduciary/payee effective October 1, 2022 through September 30, 2023 and to enter into an agreement with Kids Health Connection for an amount not to exceed \$1,246,418.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENTS WITH KIDS HEALTH CONNECTION TO
ACT AS THE FIDUCIARY/PAYEE FOR AGENCY FUNDING**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Kids' Health Connection (KHC) to act as a Medicaid Outreach Match Partner effective October 1, 2022 through September 30, 2023 in an amount not to exceed \$1,246,418; and

WHEREAS, ICHD has partnered with KHC since 2014, acting as a Medicaid Match Partner whereby KHC offers a pediatric medical home implementation program; and

WHEREAS, KHC coordinates an integrated system of early childhood support services that is voluntary, accessible, and culturally competent for families with children who are on Medicaid or are Medicaid eligible; and

WHEREAS, KHC provides this service through a variety of avenues including telephone consultation, education, transportation, home visits, interpretation services, and asthma case management services; and

WHEREAS, KHC's sustainability is dependent upon receiving Medicaid Outreach Matching funds; and

WHEREAS, this agreement will be effective October 1, 2022 through September 30, 2023; and

WHEREAS, as the fiduciary/payee of KHC funds, ICHD will:

1. Receive funds from KHC up to \$608,209 for Medicaid Eligible expenses
2. Receive funds from KHC in the amount of \$30,000 for administrative support
3. Set up a system to provide an initial payment to KHC and subsequent reimbursements
4. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds
5. Perform on-site monitoring of KHC
6. Forward any required reports as provided by KHC; and

WHEREAS, KHC will:

1. Provide quarterly financial reports of all expenses
2. Provide quarterly reports for Medicaid Outreach
3. Keep ICHD up-to-date on any changes in funding; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize the acceptance of funds from KHC in an amount not to exceed \$608,209, and whereby ICHD will serve as the fiduciary/payee effective October 1, 2022 through September 30, 2023; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize the acceptance of funds from KHC in an amount not to exceed \$30,000, whereby ICHD will provide administrative support effective October 1, 2022 through September 30, 2023; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes the execution of an agreement not to exceed \$1,246,418.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds from KHC in an amount not to exceed \$648,209, whereby ICHD will serve as the fiduciary/payee effective October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds from KHC in an amount not to exceed \$30,000, whereby ICHD will provide administrative support effective October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes an agreement, with Kids Health Connection, for an amount not to exceed \$1,246,418.

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

Agenda Item 11a

TO: Board of Commissioners County Services and Finance Committees

FROM: Deb Fett, CIO

DATE: October 3, 2022

SUBJECT: Pluralsight Training for ITD staff
For the meeting agendas of October 18th, 19th and 25th. 2022

BACKGROUND

The Innovation and Technology Department (ITD) utilizes online training for our technical staff to ensure that they have access to the latest skills and best practices in the industry. Last year, ITD did an analysis of the available training providers and found that Pluralsight offered not only the training but a skillset analysis that will allow us to more accurately find just the right topics needed to ensure staff are not wasting time with topics in which they are already proficient. We would like to continue to use them going forward.

ALTERNATIVES

In the past we have used Lynda.com, ITProTV, and other training sites. These are adequate in many ways but the topics tend to get stale. We could also not do training and allow our staff to stagnate in their skills.

FINANCIAL IMPACT

The funding for the \$20,470 total will come from the County's Innovation and Technology Department's Staff Development and Training Fund #636-95800-960000. This was quoted by CDWG under the State of Michigan MiDeal Contract.

OTHER CONSIDERATIONS

Ongoing training is an important part of ensuring our ITD staff are best able to serve our citizens.

STRATEGIC PLANNING IMPACT

This authorization supports Goal D – Information Technology, specifically Strategy 1 – Support well-trained IT managers and staff current with emerging trends and best practices.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for Pluralsight training from CDWG in the amount of \$20,470.00.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE PLURALSIGHT STAFF TRAINING FROM CDWG

WHEREAS, Pluralsight is a company that provides innovation and technology training in easy to understand videos along with virtual labs and practice exams; and

WHEREAS, ongoing training is an important part of ensuring our ITD staff are best able to serve our citizens; and

WHEREAS, ITD has been using Pluralsight over the past year and has found it to be very effective; and

WHEREAS, the subscription for training will be for our entire ITD staff for one year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners do hereby authorize the purchase of Pluralsight training from CDWG in the amount not to exceed \$20,470.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the Innovation and Technology's Staff Development and Training Fund #63695800-960000.

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 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 County Services and Finance Committees
FROM: Deb Fett, CIO
DATE: October 3, 2022
SUBJECT: Redundant Internet Connectivity Provided by Lumen
For the meeting agendas of October 18th, 19th and 25th, 2022

BACKGROUND

Ingham County currently has an agreement with Everstream for our primary Internet and phone service. This has been working fairly well for us but events can cause outages beyond the control of Innovation and Technology (ITD) or our vendor. To lessen the impact that these outages can have on our departments that serve our citizens, ITD would like to add a secondary connection that can not only be used as overflow during normal times but also replace the primary should it experience an outage.

Our team has researched our options and determined, based on previous experience and recent performance reports, that Lumen will provide the best service for a reasonable price for the speed required.

ALTERNATIVES

We could continue to rely on only one connection or we could go out to RFP and hope for something cheaper. This amount was quoted under the Michigan MiDeal contract #07 1B5500029, so should be more competitive than we could receive on our own and is with a well-respected company.

FINANCIAL IMPACT

The funding for the not to exceed \$25,000 annual cost is budgeted and will come from the County's Communication Fund – Telephone (#636-26600-921050).

OTHER CONSIDERATIONS

As articulated in the Strategic Plan, Ingham County is continually working on making our processes more efficient which drives our technological needs. As we continue to interact with more outside agencies and work cooperatively between departments and organizations, it requires connections that remain usable. This proposal addresses those needs.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of enhance and provide the necessary support and equipment to meet the IT needs of each department to make service delivery to the public more efficient and transparent.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for redundant internet provided services by Lumen in the amount not to exceed \$25,000 per year for the next 3 years.

Agenda Item 11b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE REDUNDANT INTERNET SERVICE PROVIDED BY LUMEN

WHEREAS, Ingham County relies heavily on our connectivity - be it Internet, connectivity between sites, or main voice services; and

WHEREAS, to lessen the impact that outages can have on our departments that serve our citizens, the Innovation and Technology Department (ITD) would like to add a secondary connection that can not only be used as overflow during normal times but also replace the primary should it experience an outage; and

WHEREAS, the requested annual contract amount is in the 2022 budget; and

WHEREAS, ITD has reviewed the potential alternatives and deems Lumen as the most reliable and cost-effective option.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners do hereby authorize purchasing Internet services from Lumen in the amount not to exceed \$25,000 per year for three years with the option to add additional years; and

BE IT FURTHER RESOLVED, that the total cost will be paid from the Innovation and Technology's Communication Fund Telephone account (636-26600-921050).

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 contract documents consistent with this resolution and approved as to form by the County Attorney.

TO: County Services Committee

FROM: Deb Fett, CIO

DATE: 10/03/2022

SUBJECT: Cameras for Youth Center Provided by KnightWatch

For the meeting agendas of October 18th, 19th, and 25th, 2022

BACKGROUND

Ingham County's Youth Center needs to have proper security to ensure the safety of all those in the building. Currently there is a need for more cameras to ensure that safety.

The Innovation and Technology Department (ITD) was able to obtain a quote for the security cameras and installation needed to provide a level of security for the building with a vendor that can handle both services and procurement. Other vendors we have contacted have not been able to provide the service aspect, only the equipment. This installation service is critical to getting the equipment to operate quickly and efficiently.

KnightWatch quoted \$9,394.82 for the necessary cameras and installation of this equipment. ITD is also requesting a small contingency to ensure that the lack of a cable or connector does not delay the project.

ALTERNATIVES

Other vendors we have contacted have not been able to provide the service aspect, only the equipment. This installation service is critical to getting the equipment to operate quickly and efficiently.

FINANCIAL IMPACT

The funding for the not to exceed \$9,500 is budgeted and will come from the County's Juvenile Justice Millage (#264-66400-978000) for \$9,000 and the department's account (101-14006-932000) for the remaining amount not to exceed \$500.

OTHER CONSIDERATIONS

ITD has used this vendor over many years under the name of VidCom; they are local, reliable, and cost-effective.

STRATEGIC PLANNING IMPACT

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

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for cameras for Youth Center provided by KnightWatch in the amount not to exceed \$9,500.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE SECURITY CAMERAS FOR YOUTH CENTER
PROVIDED BY KNIGHTWATCH**

WHEREAS, Ingham County has a Youth Center that needs to have proper security to ensure the safety of all those in the building; and

WHEREAS, the Innovation and Technology Department (ITD) was able to obtain a quote for the security cameras and installation needed to provide a level of security for the building with a vendor that can handle both services and procurement; and

WHEREAS, the requested amount is in the 2022 budget; and

WHEREAS, ITD has reviewed the potential alternatives and deems KnightWatch as the most capable and cost-effective solution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners do hereby authorize purchasing security cameras and installation from KnightWatch in the amount not to exceed \$9,500.

BE IT FURTHER RESOLVED, that the total cost will be paid from the County's Juvenile Justice Millage (#264-66400-978000) for \$9,000 and the department's account (101-14006-932000) for the remaining amount not to exceed \$500.

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 contract documents consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 12a

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: October 4, 2022

RE: Resolution to Authorize a Purchase Order to Seelye Group, Ltd., to Replace the Carpet in Courtroom 5 and Judge's Suite at the Veterans Memorial Courthouse

For the meeting agendas of: October 18 & 19

BACKGROUND

The carpet in Courtroom 5 and Judge's suite is worn, faded, stained, has outlived its useful life, has stretched, and is creating wrinkles that could pose a tripping hazard. Seelye Group Ltd., who is on the MiDeals contract and therefore does not need three quotes per the Ingham County Purchasing Policy, submitted a proposal of \$41,458.35 to replace the carpet in the courtroom and Judge's suite. We are requesting a contingency of \$3,000 for any uncovered conditions.

ALTERNATIVES

The alternative would be to forego replacing the carpet allowing the carpet to further deteriorate and become a trip hazard for staff and the public.

FINANCIAL IMPACT

Funds are available in the approved 2022 CIP line item # 245-26710-976000-22F18.

| Project | Beginning Balance | Current Balance | Requested Amount | Remaining Balance |
|------------------------|-------------------|-----------------|------------------|-------------------|
| 245-26710-976000-22F18 | \$80,000 | \$80,0000 | \$44,458.35 | \$35,541.65 |
| General Fund | | | | |

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a purchase order to Seelye Group Ltd., to replace the carpet in Courtroom 5 and Judge's suite at the Veterans Memorial Courthouse.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO SEELYE GROUP LTD.,
TO REPLACE THE CARPET IN COURTROOM 5 AND JUDGE'S SUITE AT THE
VETERANS MEMORIAL COURTHOUSE**

WHEREAS, the carpet in Courtroom 5 and Judge's suite is worn, faded, stained, had outlived its useful life, has stretched, and is creating wrinkles that could pose a tripping hazard; and

WHEREAS, the carpets need to be replaced; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the MiDeals contract do not require three quotes; and

WHEREAS, Seelye Group is on the MiDeals contract; and

WHEREAS, the Facilities Department recommends a purchase order to Seelye Group LTD, who submitted a proposal of \$41,458.35 to replace the carpet in Courtroom 5 and Judge's suite at the Veterans Memorial Courthouse; and

WHEREAS, the Facilities Department is requesting a contingency of \$3,000 for uncovered conditions; and

WHEREAS, funds are available in the 2022 approved CIP General Fund line item #245-26710-976000-22F18. which has a balance of \$80,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order to Seelye Group LTD, 1411 Lake Lansing Road, Lansing, Michigan 48912, to replace the carpet in Courtroom 5 and Judge's suite for an amount not to exceed \$44,458.35 which includes a \$3,000 contingency.

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

Agenda Item 12b

TO: Board of Commissioners, Law & Courts, County Services, and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: October 4, 2022

RE: Resolution to Authorize an Agreement with Laux Construction for Security Improvements at the Ingham County Family Center

For the meeting agendas of: October 13, 18 & 19

BACKGROUND

The Ingham County Family Center is in need of security upgrades and improvements for staff and students. These improvements will include but are not limited to: moving the door three entrance to the sanctuary vestibule for security screening, enclosing the security area for screening, reconstructing and hardening all entrances for security, upgrading the glass to include ballistic film, adding security panels, replacing the wood panels with glass in the Sanctuary exterior perimeter and bring the fire alarm and sprinkler system up to code. This project also addresses American with Disabilities Act (ADA) compliance with the entrance approach, adding an elevator, and remodeling the restrooms.

Laux Construction submitted the lowest responsive and responsible proposal of \$1,149,029. We are requesting a contingency of \$52,000 for a total of \$1,201,029.

ALTERNATIVES

The alternative would be to hold off on making the improvements which will risk the safety of the students and staff.

FINANCIAL IMPACT

Funds are available in the Juvenile Justice Millage which has a balance of \$2,827,693.

| Project | Beginning Balance | Current Balance | Requested Amount | Remaining Balance |
|--------------------------|-------------------|-----------------|------------------|-------------------|
| Juvenile Justice Mileage | \$2,827,693 | \$2,827,693 | \$1,201,029 | \$1,626.664 |

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Laux Construction for the security improvements to the Ingham County Family Center.

Agenda Item 12b

TO: Rick Terrill, Facilities Director

FROM: James Hudgins, Director of Purchasing

DATE: September 15, 2022

RE: Memorandum of Performance for RFP No. 159-22 Security Improvements at the Ingham County Family Center

Per your request, the Purchasing Department sought proposals from qualified and experienced contractors to enter into a contract for the purpose of making security improvements to the Ingham County Family Center.

The scope of work at four (4) different areas of the building including, but is not limited to, demolishing/removing portions of the exterior entrance systems, gypsum board walls, accessories, plumbing fixtures and electrical lights as may be necessary; remodeling two (2) toilet rooms to comply with the Michigan Barrier Free Design Rules; providing and installing aluminum framed storefront entrances, new glazing at plywood covered window areas, steel stud and gypsum board walls, doors, frames, and hardware; replacing four (4) skylights; adding an elevator, lighting, power, and HVAC system; modifying the existing HVAC system, fire alarm and adding a fire suppression system to the north portion of the building; and, painting all new walls, doors, and frames in the project area.

The Purchasing Department can confirm the following:

| Function | Overall Number of Vendors | Number of Local Vendors |
|--|---------------------------|-------------------------|
| Vendors invited to propose | 74 | 14 |
| Vendors attending pre-bid/proposal meeting | 74 | 14 |
| Vendors responding | 2 | 2 |

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

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

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

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

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

SUMMARY OF VENDORS' COSTS

| Vendor Name | Local Preference | Base Bid Security Improvements to the Ingham County Family Center TOTAL | Alternate #1 Providing and Installing Elevator TOTAL | Base Bid + Alternate #1 GRAND TOTAL |
|---|------------------|--|---|---|
| Laux Construction | Yes, Mason MI | \$864,900.00 | \$278,900.00 | \$1,149,029.00* |
| Moore Trosper Construction Co. | Yes, Holt MI | \$982,000.00 | \$282,000.00 | \$1,264,000.00 |
| *Grand Total reflects an addition of \$5,229.00 as the result of a post bid interview with the low bidder, Laux Construction. | | | | |

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH LAUX CONSTRUCTION FOR
SECURITY IMPROVEMENTS AT THE INGHAM COUNTY FAMILY CENTER**

WHEREAS, the Ingham County Family Center is in need of security upgrades and improvements for staff and students; and

WHEREAS, these improvements will address entrances, security screening area, ballistic film on glass, sanctuary exterior perimeter, and the fire alarm and sprinkler systems; and

WHEREAS, these improvements also address American with Disabilities Act (ADA) compliance with the entrance approach, adding an elevator, and remodeling the restrooms; and

WHEREAS, the Facilities Department recommends an agreement with Laux Construction LLC, a local vendor, who submitted the lowest responsive and responsible proposal of \$1,149,029 for the security improvements to the Ingham County Family Center; and

WHEREAS, the Facilities Department is requesting a contingency of \$52,000 for any uncovered conditions; and

WHEREAS, funds are available in the Juvenile Justice Millage fund balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Laux Construction LLC, 1018 Hogsback Road, Mason, Michigan 48854, for the security improvements to the Ingham County Family Center for an amount not to exceed \$1,201,029 which includes a \$52,000 contingency.

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

TO: Board of Commissioners County Services and Finance Committees

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: October 4, 2022

RE: Proposed Resolution to Amend an Engineering Design Services Contract with DLZ Michigan, Inc. for the Holt Road Bridge over Doan Creek (SN 3869)

For the meeting agendas of October 18, 19 and 25

BACKGROUND

The Ingham County Road Department (ICRD) has been awarded Local Bridge Program funding to perform rehabilitation work on the Holt Road Bridge over Doan Creek (SN 3869) in Sections 18 & 19 in Leroy Township, located between Meech Road and Snedecker Road. The scope of work includes the full replacement of the superstructure. 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 #22-169) with DLZ Michigan, Inc to perform the design necessary for the rehabilitation of the Holt Road Bridge. Based upon further analysis of the impacts resulting from the proposed bridge project, an expanded scope of work became necessary to address the replacement of an adjacent culvert under Holt Rd and the relocation of a portion of an unnamed tributary to Doan Creek. This additional scope of work has resulted in the need for additional roadway and hydraulic modeling for the overall project.

ALTERNATIVES

N/A - Due the elevation changes in the road over the adjacent culvert and the geometry of the tributary, the existing culvert must be removed and relocated to an alternate alignment. If the culvert were to remain in place, the slopes for the road would become unstable and lead to premature failure of Holt Road.

FINANCIAL IMPACT

The original contract included a budget of \$92,000. The budget amendment is requesting an additional \$47,319.26 to perform the necessary work detailed herein.

This budget amendment would adjust the total project budget to \$136,319.26, which equates to 13.9% of the estimated construction costs for the Holt Rd Bridge Project. The cost for the engineering design services are included in the 2022 Road Fund Budget. The cost for the local match for the Local Bridge Program funding has been included in the 2023 Road Fund Budget.

RECOMMENDATION

I respectfully recommend approval of the attached resolution to amend the agreement with DLZ Michigan, Inc. for the Holt Rd Bridge (SN 3869) Project in the amount of \$47,319.26, revising the total contract budget to \$136,319.26.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND AN ENGINEERING DESIGN SERVICES CONTRACT WITH
DLZ MICHIGAN, INC. FOR THE
HOLT ROAD BRIDGE OVER DOAN CREEK (SN 3869)**

WHEREAS, the Road Department received Local Bridge Program funding to perform rehabilitation work on the Holt Road Bridge over Doan Creek (SN 3869) in Sections 18 & 19 of Leroy Township, located between Meech Road and Snedecker Road; 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 the design engineering and right of way acquisition are included in the 2022 Road Fund Budget; and

WHEREAS, the costs associated with the 5% funding match for the Local Bridge Program and construction engineering have been included in the 2023 Road Fund Budget; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #22-169 to enter into an agreement with DLZ Michigan, Inc for a not to exceed fee of \$92,000 for engineering design services related to the rehabilitation of the Holt Road Bridge; and

WHEREAS, during the design phase for the project, an expanded scope of work became necessary for the replacement of an adjacent culvert under Holt Rd and the relocation of an unnamed tributary to Doan Creek, both of which resulted in additional roadway and hydraulic modeling for the overall project; and

WHEREAS, a budget amendment is requested in the amount of \$47,319.26 for DLZ Michigan, Inc to complete the necessary work described herein, for a total revised engineering design services budget of \$136,319.26 for the overall project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the engineering design services contract for the Holt Road Bridge over Doan Creek (SN 3869) with DLZ Michigan, Inc. located at 1425 Keystone Ave, Lansing, MI 48911, in the amount of \$47,319.26, for a revised contract amount of \$136,319.26.

BE IT FURTHER RESOLVED, that 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.

TO: Board of Commissioners Finance Committee
FROM: Michael A. Townsend, Budget Director
DATE: October 3, 2022
SUBJECT: 2023 Appropriations Resolution
For the meeting agendas of 10/19/22 Finance

BACKGROUND

Attached is the 2023 Appropriations Resolution, which will adopt the 2023 operating and capital budgets and millage rates as recommended by the Finance Committee at its budget hearing held on September 14, 2022.

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 2023. The details of this budget can be found in the "2023 Ingham County Budget as Recommended by the Finance Committee" that will be distributed to the Board of Commissioners at the October 11, 2022 meeting and available on line.

OTHER CONSIDERATIONS

A public hearing on the 2023 Budget will be held at the Board of Commissioners meeting on Tuesday, October 25, 2022. A notice of public hearing will appear in the City Pulse on Wednesday, October 12, 2022.

RECOMMENDATION

The Controller's Office recommends the adoption of the 2023 Appropriations Resolution as recommended by the Finance Committee.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

INGHAM COUNTY 2023 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 2023 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 2023 Ingham County Budget, as set forth in the Finance Committee Recommended Budget, dated September 14, 2022 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 2022 tax year/2023 budget year for a total county levy of 11.3115 mills, including authorized levies for General Fund operations and special purpose millages:

2022/23 Millage Summary

| <u>Purpose</u> | <u>Millage</u> |
|--|----------------|
| General Operations | 6.7479 |
| General Operations – Indigent Veterans Support | .0328 |
| Special Purpose - Emergency Telephone Services | .8483 |
| Special Purpose - County-wide Transportation | .5988 |
| Special Purpose - Juvenile Justice | .6000 |
| Special Purpose - Potter Park Zoo and Potter Park | .4986 |
| Special Purpose – Farmland/Open Space Preservation | .1395 |
| Special Purpose – Health Care Services | .0000 |
| Special Purpose – Trails and Parks | .4986 |
| Special Purpose – Animal Shelter | .2000 |

| | |
|--------------------------------|-------|
| 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 2022/2023 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 2022/2023 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 2023 budget of funds not spent in 2022 for a specific project must be received by the Budget Office no later than March 15, 2023, otherwise the request for reappropriation will not be considered.