AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. TIME FOR MEDITATION

V. APPROVAL OF THE MINUTES FROM NOVEMBER 24, 2015

VI. ADDITIONS TO THE AGENDA

VII. ALICE DREGER HEARING OF THE APPEAL FOR THE FREEDOM OF INFORMATION ACT DENIAL

VIII. PETITIONS AND COMMUNICATIONS

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IX. LIMITED PUBLIC COMMENT

X. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR

XI. CONSIDERATION OF CONSENT AGENDA

XII. COMMITTEE REPORTS AND RESOLUTIONS

2. COUNTY SERVICES COMMITTEE - RESOLUTION AUTHORIZING THE RELEASE OF ATTORNEY/CLIENT PRIVILEGED COMMUNICATION

3. COUNTY SERVICES COMMITTEE - RESOLUTION HONORING KEVIN TOBE

4. COUNTY SERVICES COMMITTEE - RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS FOR THE INGHAM COUNTY ROAD DEPARTMENT

5. COUNTY SERVICES COMMITTEE - RESOLUTION HONORING DR. MARTIN LUTHER KING, JR.
6. COUNTY SERVICES COMMITTEE - RESOLUTION TO ADOPT A WHISTLEBLOWER PROTECTION POLICY

7. COUNTY SERVICES COMMITTEE - RESOLUTION ASKING COUNTY-WIDE ELECTED OFFICIALS TO ADOPT THE INGHAM COUNTY ETHICS POLICY

8. COUNTY SERVICES COMMITTEE - RESOLUTION AUTHORIZING STANDARDS OF CONDUCT FOR INGHAM COUNTY VENDORS

9. COUNTY SERVICES COMMITTEE - RESOLUTION TO RELINQUISH JURISDICTION OF FORSBERG DRIVE WEST OF STAGECOACH DRIVE IN AND TO THE WESTERLY BOUNDARY OF THE PONDEROSA SUBDIVISION TO MERIDIAN CHARTER TOWNSHIP

10. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION AUTHORIZING A CONTRACT WITH WEBQA FOR A FOIA MANAGEMENT PROGRAM

11. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION RESCINDING THE 2014 INCREASE IN FUNDING FOR THE REVOLVING DRAIN FUND (FUND 802)

12. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION AUTHORIZING THE CONTROLLER/ADMINISTRATOR TO MAKE YEAR END BUDGET ADJUSTMENTS

13. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE INGHAM COUNTY HEALTH CARE COALITION FOR EMPLOYEE BENEFITS FOR 2016 AND AUTHORIZING LETTERS OF AGREEMENT WITH BARGAINING UNITS

14. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE THE PURCHASE, INSTALLATION AND CONFIGURATION OF THE PRIMARY AND SECONDARY STORAGE AREA NETWORKS FROM AVALON TECHNOLOGIES

15. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO APPROVE A SECOND PARTY AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND INGHAM COUNTY IN RELATION TO STATE FUNDED BRIDGE PROJECT LOCATED AT MARSH ROAD OVER THE CANADIAN NATIONAL RAILROAD

16. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE A BRIDGE ENGINEERING DESIGN SERVICES CONTRACT
EXTENSION WITH THE GREAT LAKES ENGINEERING GROUP, LLC FOR THE SOUTHBOUND OKEMOS ROAD BRIDGE REPAIR PROJECT

17. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH LOCAL #1499 OF THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES AFL-CIO, COUNCIL 25

18. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION APPROVING MODIFICATIONS TO THE 2016 MANAGERIAL AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL

19. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION APPROVING THE CONVERSION OF EMPLOYEES IN THE INGHAM COUNTY EMPLOYEES’ ASSOCIATION – PROFESSIONALS FROM MERS DIVISION 12 TO DIVISION HJ

20. COUNTY SERVICES AND FINANCE COMMITTEES - RESOLUTION APPROVING IMPLEMENTATION OF A CODE RED ALERT SYSTEM WITH CAPITAL CITY LODGE NO. 141, FRATERNAL ORDER OF POLICE, LABOR PROGRAM INC. – CORRECTIONS NON-SUPERVISORY UNIT

21. HUMAN SERVICES COMMITTEE - RESOLUTION HONORING DR. MAURICE REIZEN

22. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION AUTHORIZING A CONTRACT WITH MALANNOYE CONSULTING, LLC TO REVIEW MEMBER ELIGIBILITY AND EXPENSES RELATIVE TO THE HEALTH SERVICES MILLAGE CONTRACTS WITH INGHAM HEALTH PLAN CORPORATION

23. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE THE STATUS CHANGE OF A MEDICAL ASSISTANT FROM .75 FTE TO 1.0 FTE

24. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY FOR 2015-2016

25. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AMEND RESOLUTION #15-193 TO INCLUDE INGHAM COUNTY HEALTH DEPARTMENT ENVIRONMENTAL HEALTH FEES

26. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AMEND THE INFECTIOUS DISEASE PHYSICIAN SERVICES
AGREEMENT WITH MICHIGAN STATE UNIVERSITY’S COLLEGE OF OSTEOPATHIC MEDICINE – TUBERCULOSIS PROGRAM

27. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE A REVISED COOPERATIVE OPERATIONAL AGREEMENT WITH THE COMMUNITY HEALTH CENTER BOARD OF DIRECTORS

28. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE 2015-2016 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

29. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION TO AMEND RESOLUTION #15-430 TO AMEND THE INGHAM COMMUNITY HEALTH CENTER BOARD BYLAWS

30. HUMAN SERVICES AND FINANCE COMMITTEES - RESOLUTION AUTHORIZING EXPANSION OF CURRENT MENTAL HEALTH SCREENING SERVICES IN THE INGHAM COUNTY JAIL TO INCLUDE ON CALL PERSONNEL FOR WEEKENDS AND HOLIDAYS

31. LAW & COURTS COMMITTEE - RESOLUTION AMENDING RESOLUTION #08-085 INCREASING THE SIZE OF THE INGHAM COUNTY FAMILY CENTER ADVISORY BOARD BY ADDING AN EX-OFFICIO MEMBER

32. LAW & COURTS COMMITTEE - RESOLUTION IN OPPOSITION TO HOUSE BILLS 4947 THROUGH 4966

33. LAW & COURTS AND FINANCE COMMITTEES - RESOLUTION TO ENTER INTO A CONTRACT WITH WESTSHORE SERVICES, INC. FOR THE PURPOSE OF ADDING AND UPGRADING OUTDOOR WARNING SIRENS IN INGHAM COUNTY

34. LAW & COURTS AND FINANCE COMMITTEES - RESOLUTION AUTHORIZING STATEMENTS OF WORK WITH IMAGESOFT AND COURTVIEW FOR BATCH SCANNING PROJECT

35. LAW & COURTS AND FINANCE COMMITTEES - RESOLUTION AUTHORIZING CONTRACTS WITH ATTORNEYS FOR SERVICE ON MENTAL ILLNESS AND GENERAL PROBATE MATTERS

36. LAW & COURTS AND FINANCE COMMITTEES - RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH MICHIGAN STATE UNIVERSITY FOR THE MSU ADOLESCENT PROJECT
XIII. SPECIAL ORDERS OF THE DAY

XIV. PUBLIC COMMENT

XV. COMMISSIONER ANNOUNCEMENTS

XVI. CONSIDERATION AND ALLOWANCE OF CLAIMS

XVII. ADJOURNMENT

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, 517-676-7200.

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

FULL BOARD PACKETS ARE AVAILABLE AT: www.ingham.org
CALL TO ORDER

Chairperson McGrain called the November 24, 2015 Regular Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Anthony, Bahar-Cook, Banas, Hope, Case-Naeyaert, Celentino, Crenshaw, Koenig, Maiville, McGrain, Nolan, Schafer, Tennis, and Tsernoglou.

Members Absent: None

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson McGrain asked Commissioner Bill Conklin, Director of the Road Department, to lead the Board in the Pledge of Allegiance.

TIME FOR MEDITATION

Chairperson McGrain asked those present to remain standing for a moment of silence or prayer.

APPROVAL OF THE MINUTES OF NOVEMBER 10, 2015

Commissioner Crenshaw moved to approve the minutes of the November 10, 2015 meeting. Commissioner Maiville supported the motion.

The motion to approve the minutes carried unanimously.

ADDITIONS TO THE AGENDA

None.

PUBLIC HEARING ON THE ABANDONMENT OF FORSBERG DRIVE

Gary Mitchell addressed the Board regarding the abandonment of Forsberg Drive.

Neil Story addressed the Board regarding the abandonment of Forsberg Drive.

John Davis addressed the Board regarding the abandonment of Forsberg Drive.

Mark Hooper addressed the Board regarding the abandonment of Forsberg Drive.

Nick Garrilidos addressed the Board regarding the abandonment of Forsberg Drive.

Pat England addressed the Board regarding the abandonment of Forsberg Drive.
Tom Repaskey addressed the Board regarding the abandonment of Forsberg Drive.

Dana Garrilidos addressed the Board regarding the abandonment of Forsberg Drive.

Milton L. Scales, Trustee Meridian Township, addressed the Board regarding the abandonment of Forsberg Drive.

Steve Widder addressed the Board regarding the abandonment of Forsberg Drive.

Melvin Drews addressed the Board regarding the abandonment of Forsberg Drive.

Neil Story provided a statement which has been added to the records as Attachment A.

Marcia and Bruce Tanner provided a statement which has been added to the records as Attachment B.

**HEARING OF THE APPEAL FOR THE FREEDOM OF INFORMATION ACT DENIAL**

Ann Larsen addressed the Board regarding the denial of the Freedom of Information Act (FOIA) request. She stated that she filed the FOIA request because she wanted to learn the identity of the person who sent the email as Steve Meadows.

Becky Bennett, Board Coordinator, stated that she checked with the County Attorney before redacting the email and they concurred that it was an exemption and how FOIA requests that were handled needed to be consistent.

Commissioner Nolan stated that she was persuaded to disclose the email.

Commissioner Tsernoglou disclosed that Steve Ross was her husband. She stated that the email sent by Steve Meadows was not alleging a complaint against Steve Ross, but alleged that Erik Altmann had made contributions to Steve Ross and Mark Meadows. She stated that she could abstain from voting.

There was a discussion regarding Commissioner Tsernoglou abstaining from the vote.

Commissioner Maiville stated that the email should remain redacted and if there were any issues, it should be handled by the State Elections Bureau.

Commissioner Tennis stated that the County should not handle any election issues.

Commissioner Banas asked if there was an exchange of emails between Clerk Barb Byrum and Steve Meadows.

Ms. Bennett stated that she, herself, sent an email and did not receive a response.

Ms. Larsen stated that most of the emails in her FOIA request were to Steve Meadows.

Commissioner Banas recommended investigating the issue.

Commissioner Case-Naeyaert stated that a consistent policy should be upheld.
Commissioner Tsernoglou stated that she would abstain from voting, but the FOIA request policy should be looked at in the future.

Commissioner Koenig, supported by Commissioner Crenshaw, moved to allow Commissioner Tsernoglou to abstain from voting.
The motion passed unanimously.

Commissioner Bahar-Cook asked if an exception was made, would the County always need to make an exception.

Peter Cohl, County Attorney, answered that disclosing the email would not set precedence.

Commissioner Anthony stated that she would like an update from the Clerk’s Office.

Commissioner Koenig stated that she wanted to clarify some facts of the issue.

There was a discussion regarding the facts of the issue.

Mr. Cohl stated that a decision should be made during the meeting. He stated that the Board had the discretion to either uphold the policy or disclose the email.

Commissioner Schafer asked Ms. Larsen what her interest in the situation was.

Ms. Larsen answered that she did not have an agenda, but she did not believe what happened was correct.

Commissioner Schafer stated that he did not mean to insult Ms. Larsen.

Commissioner Koenig stated that she brought up a similar complaint at the previous County Services meeting.

Commissioner Tsernoglou stated that Ms. Larsen’s interest might be that she was an East Lansing resident. She further stated that in some cases, there was a warranted invasion of privacy.

Commissioner Case-Naeyaert stated that anyone who runs for office makes themselves open to the public.

Mr. Cohl clarified that the email was from someone that was not running for office.

Commissioner Nolan, supported by Commissioner Banas, moved to reverse the decision of the appeal.


Ms. Larsen provided a statement which has been added to record as Attachment C..

**PETITIONS AND COMMUNICATIONS**

An Email from the Arts Council of Greater Lansing Regarding the Board of Commissioners Selection for the 2015 Civic Leadership Award. Chairperson McGrain accepted the letter and placed it on file.
A Letter from the American Heart Association Regarding Licensure for Electronic Cigarette Vendors. Chairperson McGrain accepted the letter and placed it on file.

A Resolution from the Charter Township of Meridian Regarding the Abandonment of Forsberg Drive. Chairperson McGrain accepted the letter and placed it on file.

A Letter from Lyndon Township Regarding the Lyndon Township Zoning Ordinance. Chairperson McGrain accepted the letter and placed it on file.

A Letter from the Michigan Department of Environmental Quality Regarding the Air Quality Division’s Pending New Source Review Application Report. Chairperson McGrain accepted the letter and placed it on file.

A Letter from the Friends of the River Trail Board of Directors Regarding an Offer of Assistance. Commissioner McGrain referred the letter to the County Services Committee and the Trails and Parks Task Force.

**LIMITED PUBLIC COMMENT**

None.

**CONSIDERATION OF CONSENT AGENDA**

Commissioner Maiville moved to adopt a consent agenda consisting of all action items except Agenda Item No. 9 and 18. Commissioner Schafer supported the motion.

The motion carried unanimously.

Items on the consent agenda were adopted by unanimous roll call vote. Items voted on separately are so noted in the minutes.
Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MAKING AN APPOINTMENT TO THE HISTORICAL COMMISSION

RESOLUTION # 15 - 440

WHEREAS, a vacancy exists on the Ingham County Historical Commission; and

WHEREAS, the County Services Committee interviewed applicants interested in serving on this Commission.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints

Christopher Potts, 1775 Nemoke Trail, Apt. 11, Haslett, 48840

to the Ingham County Historical Commission for a term expiring December 31, 2018.

COUNTY SERVICES:  Yeas:  Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays:  None   Absent:  None   Approved  11/17/15

Approved as part of the consent agenda.
WHEREAS, it is the intent of Ingham County that no person be denied equal protection of the laws; nor shall any person be denied the enjoyment of his or her civil or political rights or be discriminated against or harassed because of actual or perceived race, color, religion, national origin, sex, age, height, weight, condition of pregnancy, marital status, physical or mental limitation, disability, sexual orientation, gender identity and/or expression; and

WHEREAS, the Michigan Constitution declares in Article 1, Section 1, “All power is inherent in the people. Government is instituted for their equal benefit, security and protection”; and

WHEREAS, the Michigan Constitution declares in Article 4, Section 1, “The Legislative power of the State of Michigan is vested in a senate and a house of representatives”; and

WHEREAS, the Michigan Constitution declares in Article 4, Section 51, “The public health and general welfare of the people of the state are hereby declared to be matters of primary public concern. The legislature shall pass suitable laws for the protection and promotion of the public health”; and

WHEREAS, the Michigan Elliott-Larsen Civil Rights Act, Act 453 of 1976, was enacted “…to define civil rights; to prohibit discriminatory practices, policies, and customs in the exercise of those rights based upon religion, race, color, national origin, age, sex, height, weight, familial status, or marital status; to preserve the confidentiality of records regarding arrest, detention, or other disposition in which a conviction does not result; to prescribe remedies and penalties; to provide for fees; and to repeal certain acts and parts of act.”; and

WHEREAS, the Michigan Elliott-Larsen Civil Rights Act, Act 453 of 1976, in fact does not prohibit all discriminatory practices, specifically as it relates to sexual orientation, gender identity or expression; and

WHEREAS, "gender identity or expression" means having or being perceived as having a gender related self-identity or expression whether or not associated with an individual's assigned sex at birth; and

WHEREAS, the Michigan Constitution declares in Article 5, Section 1, “The executive power is vested in the governor”; and

WHEREAS, the Michigan Constitution declares in Article 4, Section 33, “Every bill passed by the legislature shall be presented to the governor before it becomes law.”

THEREFORE BE IT RESOLVED, that Ingham County, by copy of this resolution, calls for immediate action by the Michigan Legislature and Governor to adopt and enroll (with immediate effect) Senate Bill 315 and
House Bill 4538 providing for real protection against discrimination of all residents of this state by expanding the scope of the Elliot-Larsen Civil Rights Act to include "sexual orientation and gender identity."

BE IT FURTHER RESOLVED, that copies of this resolution be transmitted to Senator Warren of the Michigan Senate primary sponsor of Senate Bill 315 and Representative Jon Hoadley of the Michigan House of Representatives primary sponsor of House Bill 4538.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
   Nays: None   Absent: None   Approved 11/17/15

Approved as part of the consent agenda.
WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated November 3, 2015 as submitted.

COUNTY SERVICES: Yea: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None  Absent: None  Approved 11/17/15

Approved as part of the consent agenda.
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<th>R/W PERMIT#</th>
<th>R/W APPLICANT /CONTRACTOR</th>
<th>R/W WORK</th>
<th>R/W LOCATION</th>
<th>R/W CITY/TWP.</th>
<th>R/W SECTION</th>
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<td>2015-605</td>
<td>MR ROOTER PLUMBING</td>
<td>STORM</td>
<td>BONANZA DR &amp; PONDEROSA DR</td>
<td>MERIDIAN</td>
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<td>COMCAST</td>
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<td>WEST SIDE WATER</td>
<td>WATERMAIN</td>
<td>MORRIS AVE</td>
<td>LANSING</td>
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<td>CABLE / UG</td>
<td>WEBBERVILLE RD &amp; ALLEN RD</td>
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RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2016 BUDGET YEAR

RESOLUTION # 15 - 443

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

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

WHEREAS, funding for these contracts has been included within the 2016 Adopted Budget; and

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

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

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

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

FINANCE: Yeas: Anthony, Bahar-Cook, Tsernoglou, Schafer, Case Naeyaert
Nays: None Absent: Tennis, McGrain Approved 11/18/15

Commissioner Anthony moved the resolution. Commissioner Schafer seconded the motion.

Commissioner Anthony stated that two contracts were omitted during the Finance Committee: contracts with Eagle-Tyler and Infinity Source. She asked for the contracts to be re-added.

Commissioner Bahar-Cook stated that she was not comfortable issuing contracts without RFPs.
The motion passed. **Yeas:** Anthony, Bahar-Cook, Banas, Hope, Case-Naeyaert, Celentino, Crenshaw, Maiville, McGrain, Nolan, Schafer, Tennis, and Tsernoglou. **Nays:** Koenig
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<th>DEPARTMENT</th>
<th>CONTRACTOR NAME</th>
<th>REASON FOR CONTRACT</th>
<th>BEGIN DATE</th>
<th>END DATE</th>
<th>2015 COST</th>
<th>2016 PROJECTED</th>
<th>Proj. Increase over 2015</th>
<th>% Increase over 2015</th>
<th>Funding Source</th>
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<td>Circuit Court</td>
<td>TEL/Thalner</td>
<td>Technology support for the Courtrooms (excluding Courtrooms 1 and 2)</td>
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<td>12/31/16</td>
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<td>Highfields</td>
<td>Day Treatment Program - transportation and behavioral specialists</td>
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<td>Ingham Intermediate</td>
<td>Day Treatment Program - teachers &amp; para-professionals</td>
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<td>Four Attorneys: Skinner, Watson, Staake, Fish</td>
<td>Guardian-Ad-Litem contracts to represent children in abuse and neglect hearings</td>
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<td>Short Term Female Residential</td>
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<td>Educational and vocational program for delinquent youth</td>
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<td>House Arrest Services</td>
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<td>09/30/16</td>
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<td>Evening Reporting Program - Transportation and Behavioral Specialists</td>
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<td>Inmate Ambulance Service</td>
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<td>Software in Jail - Main/LiveScan</td>
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<td>END DATE</td>
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<td>2016 PROJECTED</td>
<td>Proj. Increase over 2015</td>
<td>% Increase over 2015</td>
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<td>09/30/16</td>
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### COUNTY SERVICES COMMITTEE

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>CONTRACTOR NAME</th>
<th>REASON FOR CONTRACT</th>
<th>BEGIN DATE</th>
<th>END DATE</th>
<th>2015 COST</th>
<th>2016 PROJECTED</th>
<th>Proj. Increase over 2015</th>
<th>% Increase over 2015</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Commissioners</td>
<td>Granicus</td>
<td>Recording Software maintenance Monthly Manage Service</td>
<td>01/01/16</td>
<td>12/31/16</td>
<td>$5,500</td>
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### REVENUE CONTRACTS

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<th>DEPARTMENT</th>
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<th>REASON FOR CONTRACT</th>
<th>BEGIN DATE</th>
<th>END DATE</th>
<th>2015 REV</th>
<th>2016 PROJECTED</th>
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<tr>
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<td>END DATE</td>
<td>2015 COST</td>
<td>Proj. Increase over 2015</td>
<td>% Increase over 2015</td>
<td>Funding Source</td>
</tr>
<tr>
<td>--------------------------</td>
<td>---------------------------------------</td>
<td>-----------------------------------------------</td>
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<td>Ingham County</td>
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</table>

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>CONTRACTOR NAME</th>
<th>REASON FOR CONTRACT</th>
<th>BEGIN DATE</th>
<th>END DATE</th>
<th>2015 REV</th>
<th>Proj. Increase over 2015</th>
<th>% Increase over 2015</th>
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</thead>
<tbody>
<tr>
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<td>Michigan Veterans Trust Fund</td>
<td>Services Provided for Ingham Clinton County Trust Fund</td>
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<td>Services Provided to Clinton County</td>
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Adopted - November 24, 2015
Agenda Item No. 10

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

Ingham County Board of Commissioners

Resolution Authorizing an Amendment to Resolution #15-408 to Authorize the Use of Funds from the Community Health Center Fund for the IT Infrastructure of the Forest Community Health Center (FCHC)

Resolution # 15 - 444

Whereas, Resolution #15-408 approved the use of $192,500 from the Community Health Center Fund; and

Whereas, the costs of switches, camera’s and wireless access points (APs) exceeded $5,000; and

Whereas, the Innovation and Technology Department agrees with the estimated costs of equipment and labor.

Therefore be it resolved, the Board of Commissioners authorizes payment not to exceed $33,731.97 to Hi-Tech for the purchase of switches for FCHC.

Be it further resolved, the Board of Commissioners authorizes payment not to exceed $12,733.35 to Hi-Tech for the purchase of wireless APs for the FCHC.

Be it further resolved, the Board of Commissioners authorizes payment not to exceed $1,100 to Logicalis for installation of the switches at FCHC.

Be it further resolved, the Board of Commissioners authorizes payment not to exceed $11,009.33 to CDWG for the purchase of security cameras for FCHC.

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

Human Services: Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert
    Nays: None    Absent: None    Approved 11/16/15

County Services: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
    Nays: None    Absent: None    Approved 11/17/15

Finance: Yeas: Anthony, Bahar-Cook, Tsernoglou, Schafer, Case Naeyaert
    Nays: None    Absent: Tennis, McGrain    Approved 11/18/15

Approved as part of the consent agenda.
Introduction by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT WITH LEN’S CARPET CARE & CONSULTANTS TO PROVIDE MOLD REMEDIATION SERVICES AT FOREST COMMUNITY HEALTH CENTER

RESOLUTION # 15 - 445

WHEREAS, Community Mental Health plans to occupy space at Forest Community Health Center by the end of December; and

WHEREAS, in August there was a substantial rain event that flooded parts of the Forest Community Health Center; and

WHEREAS, after extracting all the water and drying out the affected areas, Community Mental Health hired Fibertec to perform an indoor air analysis; and

WHEREAS, Fibertec detected elevated spore concentrations, moldy drywall and mold was detected in the flooring and carpet; and

WHEREAS, the Facilities Department solicited three bids based on the requirements that Fibertec provided; and

WHEREAS, the Facilities Department would like to move forward with the lowest bid which is Len’s Carpet Care & Consultants for a not to exceed cost of $21,108.00; and

WHEREAS, waiting until the next round to submit this request would delay Community Mental Health from occupying the premises by the end of December; and

WHEREAS, the funds for said services are located within Line Item #511-61553-975000-02012.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes Len’s Carpet Care & Consultants, 3436 Franette Road, Lansing, Michigan 48906 to provide mold remediation services at Forest Community Health Center for a not to exceed cost of $21,108.00.

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

HUMAN SERVICES: Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert
Nays: None  Absent: None  Approved 11/16/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tsernoglou, Schafer, Case Naeyaert
Nays: None  Absent: Tennis, McGrain  Approved 11/18/15
Approved as part of the consent agenda.
WHEREAS, in Resolution #12-39, the Ingham County Board of Commissioners authorized the existing agreement between Ingham County Health Department (ICHD) and Michigan State University’s College of Human Medicine (MSU CHM) for Pediatric Physician services for the period of March 1, 2012 through December 31, 2015; and

WHEREAS, ICHD is required to provide medical services, either directly or through contracts or cooperative arrangements, including primary care and well child services; and

WHEREAS, ICHD requires 1.5 FTE pediatric physician services to provide these required services; and

WHEREAS, ICHD would like to extend the current agreement for the period of January 1, 2016 through December 31, 2019; and

WHEREAS, the contractual rate will increase by 2.5% for each year of the agreement as follows:

- For Calendar Year 2016 the rate per 1.0 FTE pediatric physician is $229,091.00 ($343,636.50 for 1.5 FTE)
- For Calendar Year 2017 the rate per 1.0 FTE pediatric physician is $234,818.00 ($352,227.00 for 1.5 FTE)
- For Calendar Year 2018 the rate per 1.0 FTE pediatric physician is $240,688.00 ($361,032.00 for 1.5 FTE)
- For Calendar Year 2019 the rate per 1.0 FTE pediatric physician is $246,705.00 ($370,057.50 for 1.5 FTE)

WHEREAS, MSU CHM will provide a 90-day out clause, if it cannot fulfill services for any part of the agreement; and

WHEREAS, all other terms of the agreement shall remain the same; and

WHEREAS, the Ingham Community Health Center’s Board of Directors has reviewed and supports an amendment extending the agreement with MSU CHM for pediatric physician services for the period of January 1, 2016 through December 31, 2019; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the amendment extending the agreement with MSU CHM for pediatric services.
THEREFORE BE IT RESOLVED, that the agreement between ICHD and MSU CHM for Pediatric Physician services shall be extended effective January 1, 2016 through December 31, 2019.

BE IT FURTHER RESOLVED, that the contractual rate will increase at a rate of 2.5% for each year of the contract at the following rates:

- For Calendar Year 2016 the rate per 1.0 FTE pediatric physician is $229,091.00 ($343,636.50 for 1.5 FTE)
- For Calendar Year 2017 the rate per 1.0 FTE pediatric physician is $234,818.00 ($352,227.00 for 1.5 FTE)
- For Calendar Year 2018 the rate per 1.0 FTE pediatric physician is $240,688.00 ($361,032.00 for 1.5 FTE)
- For Calendar Year 2019 the rate per 1.0 FTE pediatric physician is $246,705.00 ($370,057.50 for 1.5 FTE)

BE IT FURTHER RESOLVED, that MSU CHM will provide ICHD with a 90-day out clause if it cannot fulfill services for any part of the agreement.

BE IT FURTHER RESOLVED, that all other terms of the agreement shall remain the same.

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 necessary contract documents on behalf of the County as to form by the County Attorney.

HUMAN SERVICES:  Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert  
Nays: None Absent: None  Approved 11/16/15

FINANCE:  Yeas: Anthony, Bahar-Cook, Tsernoglou, Schafer, Case Naeyaert  
Nays: None Absent: Tennis, McGrain  Approved 11/18/15

Approved as part of the consent agenda.
WHEREAS, in Resolution #12-17, the Ingham County Board of Commissioners authorized the existing agreement between Ingham County Health Department (ICHD) and Michigan State University’s College of Osteopathic Medicine (MSU COM) for the period of January 1, 2012 through December 31, 2015; and

WHEREAS, ICHD has contracted with MSU COM for more than 30 years for pediatric physician services to support the primary care provided to children within the Ingham Community Health Centers; and

WHEREAS, ICHD is required to provide certain services, either directly or through contracts or cooperative arrangements, including primary care and well child services; and

WHEREAS, ICHD requires 1.8 FTE pediatric physician services to provide these required services; and

WHEREAS, ICHD would like to extend the current agreement for the period of January 1, 2016 through December 31, 2019; and

WHEREAS, the contractual rate will increase by 2.5% for each year of the agreement as follows:

- For Calendar Year 2016 the rate per 1.0 FTE pediatric physician is $229,091.00 ($412,363.80 for 1.8 FTE)
- For Calendar Year 2017 the rate per 1.0 FTE pediatric physician is $234,818.00 ($422,672.40 for 1.8 FTE)
- For Calendar Year 2018 the rate per 1.0 FTE pediatric physician is $240,688.00 ($433,238.40 for 1.8 FTE)
- For Calendar Year 2019 the rate per 1.0 FTE pediatric physician is $246,705.00 ($444,069.00 for 1.8 FTE)

WHEREAS, MSU COM will provide a 90-day out clause, if it cannot fulfill services for any part of the agreement; and

WHEREAS, all other terms of the agreement shall remain the same; and

WHEREAS, the Ingham Community Health Center’s Board of Directors supports an extension of an agreement with MSU COM for pediatric physician services for the period of January 1, 2016 through December 31, 2019; and
WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners approve the amendment to agreement with MSU COM for pediatric services.

THEREFORE BE IT RESOLVED, that agreement between ICHD and MSU COM for pediatric physician services shall be extended effective January 1, 2016 through December 31, 2019.

BE IT FURTHER RESOLVED, that the contractual rate will increase at a rate of 2.5% for each year of the contract at the following rates:

- For Calendar Year 2016 the rate per 1.0 FTE pediatric physician is $229,091.00 ($412,363.80 for 1.8 FTE)
- For Calendar Year 2017 the rate per 1.0 FTE pediatric physician is $234,818.00 ($422,672.40 for 1.8 FTE)
- For Calendar Year 2018 the rate per 1.0 FTE pediatric physician is $240,688.00 ($433,238.40 for 1.8 FTE)
- For Calendar Year 2019 the rate per 1.0 FTE pediatric physician is $246,705.00 ($444,069.00 for 1.8 FTE)

BE IT FURTHER RESOLVED, that MSU COM will provide ICHD with a 90-day out clause if it cannot fulfill services for any part of the agreement.

BE IT FURTHER RESOLVED, that all other terms of the agreement will remain unchanged.

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 the necessary contract documents on behalf of the County after approval as to form by the County Attorney.

**HUMAN SERVICES:** **Yeas:** Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert  
**Nays:** None  
**Absent:** None  
**Approved 11/16/15**

**FINANCE:** **Yeas:** Anthony, Bahar-Cook, Tsernoglou, Schafer, Case Naeyaert  
**Nays:** None  
**Absent:** Tennis, McGrain  
**Approved 11/18/15**

Approved as part of the consent agenda.
Adopted - November 24, 2015
Agenda Item No. 14

Introduced by the Human Services and Finance Committees of the:

Ingham County Board of Commissioners

Resolution to Authorize the 2015-2016 Schedule A Addendum to the
Blue Cross Blue Shield of Michigan Administrative Services Agreement
for Services to Ingham County Jail Inmates

Resolution #15 - 448

Whereas, in Resolution #14-445 the Ingham County Board of Commissioners authorized the existing agreement between Ingham County Health Department (ICHD) and Blue Cross Blue Shield of Michigan (BCBSM) for the period of December 1, 2014 through November 30, 2015; and

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

Whereas, that agreement is updated annually by executing a Schedule A Addendum; and

Whereas, BCBSM has proposed a 2015-2016 Schedule A Addendum to the Administrative Services Agreement; and

Whereas, BCBSM has proposed an additional administrative fee of $6.00 per contract per month if stop loss coverage is obtained from a third-party stop-loss vendor; and

Whereas, there are no other changes to the proposed 2015-2016 Schedule A Addendum to the Administrative Services Agreement; and

Whereas, the Health Officer recommends that the Board of Commissioners authorize the 2015-2016 Schedule A Addendum to the BCBSM Administrative Services Agreement for inmates of the Ingham County Jail.

Therefore be it resolved, that the Board of Commissioners authorizes the attached Schedule A Addendum to the Administrative Services Agreement with BCBSM for paying claims for health care services provided to inmates of the Ingham County Jail.

Be it further resolved, that the Schedule A Addendum shall be effective December 1, 2015 through November 30, 2016.

Be it further resolved, that the BCBSM proposal includes an additional administrative fee of $6.00 per contract per month if stop loss coverage is obtained from a third-party stop-loss vendor.

Be it further resolved, that there are no other changes to the proposed 2015-2016 Schedule A Addendum to the Administrative Services Agreement.
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 the necessary contract documents on behalf of the County after approval as to form by the County Attorney.

**HUMAN SERVICES:**  Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert
   Nays: None   Absent: None   Approved 11/16/15

**FINANCE:**  Yeas: Anthony, Bahar-Cook, Tsernoglou, Schafer, Case Naeyaert
   Nays: None   Absent: Tennis, McGrain   Approved 11/18/15

Approved as part of the consent agenda.
Schedule A - Exhibit 1

BCBSM Value-Based Provider Reimbursement

As in prior years, the Claims billed to Group include amounts that BCBSM reimburses health care providers including reimbursement tied to value. BCBSM has adopted a provider payment model that includes both fee-based and value-based reimbursement. BCBSM does not unbundle Claims and does not retain any component of Claims as compensation. Provider reimbursement is governed by separate agreements with providers, BCBSM standard operating procedures, and BCBSM Quality Programs.

BCBSM negotiates provider reimbursement rates on its own behalf and makes those rates available to customers through its products and networks. The reimbursement rates can, and often do, vary from provider to provider. Providers may qualify for higher reimbursement rates for satisfying requirements of certain BCBSM Quality Programs, including, for example, Pay-for-Performance (PFP) rates and Value Based Contracting (VBC) rates earned by hospitals and Patient Centered Medical Home (PCMH) rates earned by physicians.

Provider reimbursement rates also capture provider commitments to BCBSM Quality Programs. For example, hospitals participating in Hospital Collaborative Quality Initiatives (CQIs) agree to allocate a portion of their reimbursement to fund inter-hospital quality initiatives.

Providers may also receive reward and incentive payments from BCBSM Quality Programs funded through an allocation from provider reimbursement or collected from Group’s Customer Savings Refund. Such allocations may be to a pooled fund from which value-based payments to providers are made. For example, pursuant to the Physician Group Incentive Program (PGIP), physicians agree to allocate 5% of each Claim to a PGIP fund, which in turn makes reward payments to eligible physician organizations demonstrating particular quality and pays physician organizations for participation in collaborative initiatives.

Value based reimbursement includes other obligations and entitlements pursuant to other Quality Programs funded in a similar manner to those described in this Exhibit. Additional information is available at www.valuepartnerships.com. Questions regarding provider reimbursement and Quality Programs should be directed to your BCBSM account representative.
**SCHEDULE A-Renewal Term (Effective December 2015 through November 2016)**

**Administrative Services Contract (ASC)**

1. **Group Name:** Ingham County Inmates
2. **Group Number:** 007004013
3. **Contract Effective Date:** 12/01/2007
4. **ASC Funding Arrangement:** Monthly Wire
5. **Line(s) of Business:**
   - [X] Facility
   - [X] Professional
   - [ ] Dental
   - [ ] Facility Foreign
   - [X] Prescription Drugs
   - [ ] Vision
   - [ ] Facility Domestic

   *Domestic Facility Code(s):*

6. **Administrative Fees:** The below administrative fees cover the Lines of Business checked in Section 5 above, unless otherwise indicated.

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<td>Administrative Fee</td>
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<td>11%</td>
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<tr>
<td>B. Additional Administrative Compensation <em>Additional Admin Compensation</em></td>
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<td>9%</td>
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</table>

   *Additional Administrative Compensation (AAC) is nine percent (9%) of BCBSM discounts on Michigan hospital claims.*

7. **This Schedule A does not include any fees payable by Group to an Agent. If Group has an Agent Fee Processing Agreement on file with BCBSM, please refer to that agreement for fees and details.**

8. **Late Payment Charges/Interest:**
   - A. Late Payment Charge 2%
   - B. Yearly Statutory Interest Charge (Simple Interest) 12%
   - C. Provider Contractual Interest

9. **BCBSM Account:**
   - 1840-09397-3 Comerica 0720-00096
   - Wire Number Bank American Bank Assoc

10. **The Group acknowledges that BCBSM or a Blue Cross and Blue Shield Plan may have compensation arrangements with providers in which the provider is subject to performance or risk-based compensation, including but not limited to withholds, bonuses, incentive payments, provider provider credits and member management fees. Often the compensation amount is determined after the medical service has been performed and after the Group has been invoiced. The Claims billed to Group include both service-based and value-based reimbursement to health care providers. Group acknowledges that BCBSM’s negotiated reimbursement rates include all reimbursement obligations to providers including provider obligations and entitlements under BCBSM Quality Programs. Service-based reimbursement means the portion of the negotiated rate attributed to a particular health care service. Value-based reimbursement is the portion of the negotiated reimbursement rate attributable to BCBSM Quality Programs, as described in the Exhibit to Schedule A. BCBSM negotiates provider reimbursement rates and settles provider obligations on its own behalf, not Group. Group receives the benefit of BCBSM provider rates, but it has no entitlement to a particular rate or to unbundle the service-based or value-based components of Claims. See Exhibit 1 for additional information.**

11. **BCBSM will charge an additional administrative fee if an ASC customer obtains stop-loss coverage from a third-party stop-loss vendor. The additional fee will be $6.00 per contract per month.**
11. BCBSM will charge an additional administrative fee if an ASC customer obtains stop-loss coverage from a third-party stop-loss vendor. The additional fee will be $6.00 per contract per month.

12. The rates shown do NOT include BCBSM's/BCN's estimates of applicable federal and state taxes, fees and assessments which will be included in your future bills.

13. Prescription drug rebate administration fees are $0.25 per BCBSM Clinical Formulary claims that are administered by Express Scripts and up to 5.5% of gross rebates for BCBSM's Custom Formulary, Custom Select Formulary, Part D formularies, specialty drugs and other medical benefit drugs that are administered by Highmark. The administrative fee is withheld from the rebate payments received from BCBSM's rebate administrators.

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Blue Cross Blue Shield of Michigan is an independent licensee of the Blue Cross and Blue Shield Association.

| Ingham County Inmates | Group Number - 007004013 |
WHEREAS, the 55th District Court Sobriety Court Program ("Sobriety Court") has since 2004 provided quality services to the citizens of Ingham County; and

WHEREAS, continuation of the Sobriety Court will require continuing to employ two probation officers to provide staffing for the program; and

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of a State Court Administrators Office grant including the SCAO-MDCGP grant in the amount of $135,000 to the Ingham County 55th District Court Sobriety Court Program for the time period of October 1, 2015 through September 30, 2016.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of donations from the Ingham County Sobriety Court Foundation as well as other organizations, groups and individuals to the Ingham County 55th District Court Sobriety Court.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby expresses its appreciation to the Ingham County Sobriety Court Foundation for any future possible donations to the 55th District Court Sobriety Court Program.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the total grant budget of $272,149.60 to include SCAO/MDCGP grant funds in the amount of $135,000, Ingham County in-kind matching funds of $137,149.60 with no local hard cash matching funds, and future possible donations from the Ingham County Sobriety Court Foundation, all of which are required to continue the Sobriety Court Program.

BE IT FURTHER RESOLVED, grant-funded Sobriety Court program direct service subcontracts for the following services in the following amounts:
BE IT RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2015 and 2016 55th District Court budget and Position Allocation List.

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.

LAW & COURTS: Yeas: Tsernoglou, Crenshaw, Koenig, Celentino, Nolan, Schafer
Nays: None  Absent: Hope  Approved 11/12/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tsernoglou, Schafer, Case Naeyaert
Nays: None  Absent: Tennis, McGrain  Approved 11/18/15

Approved as part of the consent agenda.
Adopted - November 24, 2015
Agenda Item No. 16

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

Ingham County Board of Commissioners

Resolution Authorizing the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court State Court Administrative Office - Michigan Mental Health Court Grant Program (SCAO-MMHCGP), Continue a Probation Officer Position, and Enter into Subcontracts

Resolution # 15 - 450

Whereas, the Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMHA-CEI) estimates there are over 5,000 seriously mentally ill adults in our region; and

Whereas, the 55th District Court has identified a need for specialized case handling for mentally ill defendants; and

Whereas, research indicates such specialized case handling results in lower recidivism rates, increased public safety and more efficient public sector spending; and

Whereas, the 55th District Court and CMH-CEI have received a grant from the State Court Administrative Office - Michigan Mental Health Court Grant Program in the amount of $364,650 to implement a Mental Health Court at the 55th District Court; and

Whereas, continuation of the Mental Health Court will require continuing to employ a probation officer to provide staffing for the program; and

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

Therefore be it resolved, that the Ingham County Board of Commissioners authorizes entering into a contract with the State Court Administrative Office - Michigan Mental Health Court Grant Program for a total budget not to exceed $431,530 to include SCAO/MMHCGP grant funds in the amount of $364,650, Ingham County In-Kind matching funds not to exceed $47,630 with no local hard cash matching funds, and Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Local Cash Contributions not to exceed $19,250 for the time period of October 1, 2015 through September 30, 2016.

Be it further resolved, that the Ingham County Board of Commissioners authorizes continuation of one FTE Grant-funded Probation Officer, an ICEA Court Professional, Grade 7, contingent upon the availability of grant funds.

Be it further resolved, grant funded Mental Health Court program direct service subcontracts for the following services in the following amounts:
1. Electronic Monitoring Services with Sentinel Offender Services – not to exceed $1,500
2. Substance Abuse Testing with Alcohol and Drug Administrative Monitoring (ADAM) – not to exceed $39,111
3. Mental Health Services with Community Mental Health Authority of Clinton, Eaton, and Ingham Counties: not to exceed $245,119 ($225,869 grant funding + $19,250 CMHA-CEI Local Cash Contributions)

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2015 and 2016 55th District Court budget and Position Allocation List.

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

LAW & COURTS: Yeas: Tsernoglou, Crenshaw, Koenig, Celentino, Nolan, Schafer
               Nays: None  Absent: Hope  Approved 11/12/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tsernoglou, Schafer, Case Naeyaert
            Nays: None  Absent: Tennis, McGrain  Approved 11/18/15

Approved as part of the consent agenda.
INTRODUCED BY THE LAW & COURTS AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A LEASE EXTENSION AGREEMENT FOR THE FRIEND OF THE COURT SAFE HAVEN GRANT PROGRAM

RESOLUTION # 15 – 451

WHEREAS, the Office on Violence Against Women, U.S. Department of Justice awarded to Ingham County a $350,745 “Safe Haven” grant, for purposes of providing supervised visitation and safe visitation exchange services; and

WHEREAS, the grant from the Office on Violence Against Women, U.S. Department of Justice required obtaining office space for a supervised visitation center; and

WHEREAS, the Safe Haven Grant Consulting Committee identified space, and the Office on Violence Against Women, U.S. Department of Justice, approved the space recommended by the consulting committee at 5656 South Cedar Street (known as the Cedar Pointe Building) in Lansing; and

WHEREAS, by prior Resolutions (#12-021, #13-423, #14-421 and #15-104), the Ingham County Board of Commissioners authorized the initial lease agreement and subsequent extensions to September 30, 2015 with JWJ Company, LLC (n/k/a Cedar IV LLC) for 2,087 square feet of rental space at the building known as Cedar Pointe; and

WHEREAS, the Office on Violence Against Women, U.S. Department of Justice award approved by the Board of Commissioners (Resolutions #08-286, #09-399, #12-020 and #14-243) was extended until March 31, 2015 by the Office on Violence Against Women; and

WHEREAS, the Ingham County Board of Commissioners authorized a $40,000 contingency fund appropriation (Resolution #15-103) though September 30, 2015 to fund the Oasis Center pending notification for a Justice For Families Grant application, of which $20,000 is to be carried forward into the Friend of the Court Fiscal Year 2016 beginning October 1, 2015; and

WHEREAS, on September 23, 2015 the Department of Justice/Office on Violence Against women sent notification that the Oasis Center was not selected for funding through a Justice For Families Grant; and

WHEREAS, at their October 16 meeting the Oasis Center Board of Directors voted to close the Oasis Center at 5656 South Cedar Street as of December 31, 2015, with the last day of business being December 18, 2015; and

WHEREAS, the Landlord, CEDAR IV, LLC has agreed to extend the lease for the term of three months, commencing October 1, 2015 through December 31, 2015.

ADOPTED - NOVEMBER 24, 2015
AGENDA ITEM NO. 17

Page 32 of 44
THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a lease amendment extension to the agreement with JWJ Company, LLC (n/k/a Cedar IV LLC) at 5656 South Cedar Street, Lansing, Michigan in the building known as Cedar Pointe.

BE IT FURTHER RESOLVED, that the terms of the lease amendment extension shall be from October 1, 2015 through December 31, 2015 at the rate of $2,300.00 per month.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments to the Circuit Court Family Division, Friend of the Court FY 2016 budget in accordance with this Resolution.

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

LAW & COURTS:  Yeas:  Tsernoglou, Crenshaw, Koenig, Celentino, Nolan, Schafer
Nays:  None  Absent:  Hope  Approved 11/12/15

FINANCE:  Yeas:  Anthony, Bahar-Cook, Tsernoglou, Schafer, Case Naeyaert
Nays:  None  Absent:  Tennis, McGrain  Approved 11/18/15

Approved as part of the consent agenda.
ADOPTED - NOVEMBER 24, 2015
AGENDA ITEM NO. 18

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO REAFFIRM THAT INGHAM COUNTY, MICHIGAN IS A WELCOMING COUNTY AND RESPECTS THE INNATE DIGNITY OF ALL PEOPLE

RESOLUTION # 15 -452

WHEREAS, Resolution 14-333 affirmed that Ingham County is a welcoming community and respects the innate dignity of all people; and

WHEREAS, Ingham County remains committed to welcoming refugees fleeing violence and not allowing acts of terrorism such as those seen in Paris, Beruit and Nigeria to be wrongly connected to an entire group of people. Refugees should be respected, protected and supported. Our community is a place for everyone. Being true to the values of our welcoming county requires us to speak out; and

WHEREAS, Ingham County recognizes that due to violence and atrocities worldwide, more than 50 million people have fled conflict and oppression in their own country, and only a miniscule portion, less than 1%, will ever be selected for refugee resettlement to the United States; and

WHEREAS, Ingham County believes that we must demonstrate our welcoming character and live up to our ideals as a nation founded on freedom and acceptance. The statue of Liberty states “Give me your tired, your poor, your huddled masses yearning to breathe free.” As a country it is not our custom to turn our backs on people who are in need. We decry those who have played into fear tactics and attempted to close the door to refugees, particularly from Syria. Ingham County has been and will continue to be a safe and welcoming place for refugees who resettle here; and

WHEREAS, Ingham County recognizes that the safety of American citizens is of utmost importance, and welcoming refugees does not compromise this safety. In fact, the history of the U.S. refugee program demonstrates that the lengthy and extensive vetting that all refugees must undergo is an effective deterrent for terrorists. Since 1975, the U.S. has welcomed over 3 million refugees, including hundreds of thousands from the Middle East; and

WHEREAS, Ingham County has long been a welcoming place where refugees have been resettled and contributed to the rich fabric of our community as positively contributing members. As a state, Michigan has been one of the top five states for welcoming refugees each year. Ingham County is home to an estimated 17,000 Refugees who are taxpayers, homeowners, and business owners. These newcomers are hardworking and productive additions to the economy and culture of Michigan; and

WHEREAS, Ingham County is committed to building a neighborly and welcoming atmosphere in our community, where all are welcome, accepted and appreciated; and
THEREFORE BE IT RESOLVED, that Ingham County wishes to express its solidarity with the thousands of refugees fleeing terror and oppression in their home communities.

BE IT FURTHER RESOLVED, that Ingham County is a welcoming community to people of all backgrounds.

BE IT FURTHER RESOLVED, that the County Clerk shall send copies of this resolution to the Ingham County State Legislative Delegation, to the Governor’s Office, and to the Michigan Association of Counties.

Commissioner Koenig moved the resolution. Commissioner Anthony seconded the motion.

Commissioner Maiville stated that he preferred that the second to last paragraph were not included on the resolution.

Commissioner Banas stated that the resolution reaffirms that fact that Ingham County is supportive of people fleeing political oppression.

Commissioner Case-Naeyaert stated that she disagreed with the second to last paragraph.

Commissioner Schafer stated that the Board was not in a position to dictate who should not be allowed to enter the country.

Commissioner Tsernoglou, supported by Commissioner Crenshaw, moved to amend the resolution as follows:

BE IT FURTHER RESOLVED, that Ingham County condemns the actions of other state and national leaders to turn away refugees legally seeking entry into the United States and Michigan, and calls on our state and nation to be a beacon of light for the world when it comes to accepting those yearning to be free.


SPECIAL ORDERS OF THE DAY

Commissioner Crenshaw moved to appoint Luther Bonner, Becky Brimley, and Stewart Stover to the Economic Board of Developers. Commissioner Anthony supported the motion.

The motion carried unanimously.

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Celentino announced that the next County Services Committee meeting would be at 7:00 p.m.

Commissioner Banas congratulated Kevin Tobe, a teacher in Haslett, on winning a major national teaching award.

Chairperson McGrain announced that the Board of Commissioners was awarded with the Lansing Arts Council’s 2015 Civic Leadership Award.

Commissioner Bahar-Cook announced that the Land Bank was having an open house on December 1st in Mason.

Commissioner Case-Naeyaert announced that Mason was having a lighted parade on November 27, 2015.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Bahar-Cook moved to pay the claims in the amount of $51,431,387.14. Commissioner Crenshaw supported the motion.

The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:04 p.m.
2. **Emergency Services:**
   ICRD: *Interconnected subdivisions facilitate… emergency services;*
   Township (overlapping and extending): *The need for adequate access for service and response time for emergency vehicles.*

3. **Road Maintenance:**
   ICRD: *Interconnected subdivisions facilitate road maintenance;*
   Township (overlapping and extending): *Adequate and convenient access for garbage pick-up, snow removal, and postal delivery services.*

4. **School Bus:**
   ICRD: *Interconnected subdivisions facilitate… school bus routing;*
   Township (overlapping and extending): *School bus safety, schedules, and routing needs.*

5. **Primary Road Congestion:**
   ICRD: *Interconnected subdivisions… lessens congestion of the primary road system;*
   Township (overlapping and extending): *The impacts such connections may have on reducing congestion along collector streets and arterials.*

6. **Documented Environmental Constraints:**
   Township: *The arrangement of streets shall provide for the continuation of existing streets from adjacent areas into new subdivisions, unless otherwise approved by the Township Board due to documented environmental constraints.*
   ICRD: (no comparable criterion)

**III. Applying Decision Criteria to Forsberg Drive**

The criteria that the Board uses to evaluate this Petition are not self-operating. These factors that you take into account are evaluated in light of
the particular circumstances of Forsberg Drive. This the Memo did not do. Part III provides the particular circumstances and evaluates the criteria in light of those circumstances.

Traffic Volumes and Street Safety. The Township asks whether the interconnection will bring additional traffic to abutting streets not safely capable of handling the increased flow. That is precisely the issue that has concerned Ponderosa residents for over 25 years, and lies at the core of the reason for asking that Forsberg Drive be abandoned.

The earliest proposals for developing Ember Oaks subdivision sketched an internal street plan that neighborhood residents feared would divert traffic from Jolly and Ember Oaks, across Forsberg Drive, to the intersection of Ponderosa Drive and Jolly Road. This was because the more westerly intersection at Jolly Road with Ember Oaks was tangled up in obscured sight lines caused by two hills, one larger and the other smaller, on Jolly. To avoid dangerous entrances from and exits to Jolly at Ember Oaks, drivers would use Forsberg to get the benefit of better sight lines and longer reaction times at the Ponderosa/Jolly intersection. But, feared the neighbors, Ponderosa streets, built more than two decades earlier and without sidewalks, were no match for the increased traffic flow, and they deeply feared that pedestrian safety would suffer.

The concern became widely enough shared that in connection with the first development proposal in 1992 the developer proposed to reconfigure the Forsberg interconnect in such a way as to make cut-through traffic difficult and highly unlikely. The expectation was that the neighbors would pledge, in return, to withdraw their opposition to the development. Ultimately, in the Final Preliminary Plat for Ember Oaks in the year 2000, Forsberg was configured into a shape (the Forsberg curve) that required a long looping curve to access, and even at worst would have only been available to a handful of lots. The developer was satisfied. The Township was satisfied. The ICRC was satisfied. The neighbors were satisfied. To put it simply, the fiction of a subdivision interconnect was maintained to everyone's satisfaction.

That satisfaction lasted for 15 years. The developer applied to amend the Final Preliminary Plat of 2000 in April, 2015. The application loaded far more developed lots onto the eastern boundary of Ember Oaks, a boundary shared with The Ponderosa. The application wiped out the Forsberg
tinuation of existing streets from adjacent areas into new subdivisions, unless otherwise approved by the Township Board..."; versus "Street connections. The proposed subdivision street layout shall discourage use by through traffic, except where a continuation of streets to adjacent properties is deemed desirable by the Township and the Ingham County Road Commission." Meridian Township Ordinance No. 2006-03, 8-1-2006

In short, the ICRD and Township further refine the state’s “best interests of the public” standard to “the best interests of the public are served by subdivision interconnects, but not always so.”

B. Criteria Make Standards Operative

How are you, the Board, to judge whether a decision to abandon Forsberg Drive fits into “the best interests of the public are served by subdivision interconnects” part of the standard, or into the “but not always so” part?

Fortunately, criteria are provided by both ICRD guidelines and Township ordinances. These are the yardsticks that can actually be used to measure whether standards are being met or not; they operationalize the standards. The criteria from the ICRD and the Township are quite similar, although the Township uses two more criteria than the ICRD and is sometimes more explicit in its list of factors to be considered for the ones that overlap.

To be specific, the two jurisdictions use the following criteria to evaluate whether a particular subdivision interconnect is in the best interests of the public or whether the best interests of the public would be served by abandonment.

1. **Traffic Volumes and Street Safety:**
   - Township: whether the abutting street system is not deemed capable of safely handling additional traffic volumes and **The projected traffic volumes and the compatibility with adjacent developments.**
   - ICRD: (no comparable criterion)
"Best interests of the public" is a little bit more helpful guidance for you than "advisability, and far more helpful than "it's a good idea to do so." Are there any other standards that would narrow down what you should take into consideration? There are, at the subordinate county (ICRD) and Township levels. Think of their standards as fleshing out "best interests of the public."

As a side note, I understand that county roads are the jurisdiction of the county. But I am also given to understand that the county has long prided itself on close cooperation with townships on road matters. And so I don't believe it is inappropriate to look to both county guidelines and township ordinances to help round out what factors to consider when satisfying what is, above all, the controlling state standard of "best interests of the public."

While ICRD and Township standards don't speak directly in terms of road abandonment, but talk instead about subdivision interconnection, the two terms come to the same thing in the context of Forsberg Drive. Forsberg Drive interconnects two adjoining subdivisions and is, at present, a stub road on the Ponderosa subdivision side of the boundary with the Ember Oaks subdivision. To the extent that there is a local standard favoring subdivision interconnections, that would imply a general policy to deny petitions to abandon interconnections. The flip side is that in circumstances where the county or a township might not want interconnects, that would imply a policy to grant petitions to abandon interconnections. In the case of the ICRD and Meridian Township, I think it is fair to say that both to a differing degree favor subdivision interconnects, but leave room for flexibility.

It is generally (but not universally) ICRD policy to require subdivision interconnection: "Proposed developments adjacent to existing developments with road stubs shall connect to all road stubs at their boundaries"; and "Road stubs, with dedicated right of way, extending to adjacent properties may be required to provide a continuous circuit for travel between a proposed development and adjacent properties." ICRD: Procedures and Guidelines for Developing Public Roads, Section IV(A)(12) and Section (B)(1) respectively; emphasis added.

Township policy is even more ambivalent than ICRD policy. "Continuity of street system. The arrangement of streets shall provide for the con-
Part II reviews the rules for determining abandonment. (You have the Memo's statement of them in much greater detail, and that statement is wholly reliable and fair.)

Part III uses that framework of rules to set out the relevant facts about Forsberg Drive, and applies the rules to those facts. Part III concludes that the facts in this specific Petition support abandonment.

Part IV deals with the one substantive argument (in Item 8 of the Memo) that the Memo makes for denying the Petition: that petitioners have jumped the gun in asking for abandonment. That argument is based on an error in understanding petitioners' reasons for filing the Petition, and in any event is not based on the rules which you, the Board, must use in deciding abandonment.

Part V concludes with a brief summary and conclusion. You may go there to short-cut the intervening discussion.

II. The Rules Governing Abandonment: Standards and Criteria

A. Standards Set Policy

The highest authority on road abandonment is state statute, and statute is quite brief on what the Board should consider when reviewing a request for abandonment. It authorizes you to abandon a road "when it is in the best interests of the public" and requires you to "ascertain the necessity or advisability of absolutely abandoning" a public road. MCL 224.18(3) and MCL 224.18(7) respectively.

Let's unclutter that a bit. We are not asking you to find that this abandonment is absolutely necessary, and the statute does not require you to determine that an abandonment is necessary. Rather, we are asking you to decide that it is a good idea to do so, that it is advisable.

How are you to know that it is a good idea, that it is advisable? "[W]hen it is in the best interests of the public" says the statute. For sake of simplicity, let's call that best interests requirement a standard. That's the standard upon which your decision must be based (is abandonment of Forsberg Drive in the best interests of the public?).
To: Ingham County Board  
November 24, 2015

My husband and I cannot be at tonight’s meeting, but I would like to share some of our thoughts concerning the proposed traffic cut-through to connect Ember Oaks subdivision with Ponderosa subdivision.

We have lived on a corner lot on Stagecoach Dr. in Ponderosa Estates since 1971. When we bought the house, the road was dirt, and while we were happy with that, it eventually was paved and we bowed to the progress afforded, acknowledging that the road improvement cut down on the dust and made plowing and maintenance easier. The paving of the road at that time did not appreciably make for heavier or faster traffic, mainly because the subdivision then consisted of only 12 houses, and the improvement did not affect entrances and exits.

The current proposal for Forsberg Drive to connect the two subdivisions, however, is a horse of a different color. The vast majority of those of us living in Ponderosa believe that such a road connection would be detrimental to the lives and the peace of the subdivision inhabitants and would put unnecessary stress on what is, though paved, essentially a rural road. The subdivision has doubled in size since 1971, but the atmosphere is still quite the same, and this connection would increase the traffic exponentially.

We acknowledge that a walking/bike trail between the two subdivisions might enhance the quality of life in both areas, but an auto-bearing connecting road, with its concomitant safety issues of speed and increased traffic, should not be allowed. The peace of the pastoral neighborhood and the safety of its inhabitants would definitely be threatened by such a cut-through. Please consider these factors as you make your decision tonight.

Thank you,  
Marcia and Bruce Tanner  
3562 Stagecoach Dr.  
(Ponderosa Estates Subdivision)  
Okemos, Michigan  48864
The Board of Commissioners acts as the policy making body for all county affairs and has the power to pass ordinances pertaining to county matters. The Board of Commissioners speaks through its resolutions. All resolutions from each liaison must go before the full Board of Commissioners for its adoption.

The County Clerk is elected for a four-year term and is responsible for keeping records of births, deaths, assumed names, co-partnerships, and issuing and filing marriage licenses. In addition, the Clerk's office processes gun permits and notary bonds. The Clerk also serves as the Clerk of the Board of Commissioners, the Board of Canvassers, the Gun Board, and is the Clerk of the Circuit Court. The Clerk is also a member of the Plat Board and Election Commission.

One of the more prominent responsibilities is the Chief Election Official in the County. As such, the County Clerk administers all election functions required by law. Part of those duties include the supervision of all national, state, and local elections and includes the training of all election workers in the County for those communities with a population of under ten thousand. The Clerk is also responsible for the Administration of the Michigan Campaign Finance Reporting Act for those candidates that file for office at the local level.

Roughly $100,000 was spent by dark money, special interest groups to re-elect Mayor Nathan Triplett.

Weeks prior to the elections, Polls showed that Erik Altmann had a good chance of winning a seat on East Lansing City Council. As a desperate, last minute ploy, Altmann's opponents used the financial resources of the Lansing Chamber of Commerce, as well as willing co-conspirators, County Clerk Barb Byrum and Lansing State Journal reporter Dawn Parker to try and sway the election, in the final days prior to election night.

It should come as no surprise that we bring yet another ethics violations charge against public officials in Ingham County recently, but three material facts stand out and should be addressed:

Attachment C
1. Barb Byrum is a public endorser of a candidate in an election, in which she herself is the top election official, and the malicious, erroneous smear campaign by the Lansing Chamber of Commerce forced candidate Altmann to respond to the false allegations. Therefore her sudden zeal and alacrity in her response to an allegation against Altmann from a person who obviously does not exist, as well as her ability to immediately convince the Lansing State Journal reporter to write an unverified, uncorroborated story, based solely on the tip from Barb Byrum is particularly peculiar, because reporter Dawn Parker is also an endorser of Altmann's opponents.

2. If Barb Byrum was not a willing co-conspirator in the smear campaign against Altmann, even though she is a public endorser of Altmann's opponent, why did she rush to initiate a campaign finance investigation, for a relatively minor violation, and immediacy rush to have the LSJ publish a negative article, if not to sway the election in favor of the candidate she endorsed?

Furthermore, why did she accept a allegation, and why does she protect true identity of a person who does not exist? Steve Meadows, the made-up name of the person who made the allegation, is a combination of Steve Ross and Mark Meadows, both opponents of Altmann. What is Barb Byrum trying to hide, unless she was part of affecting the outcome of an election, in order to help her chosen candidate?
November 30, 2015

Ingham County Board of Commissioners
Ingham County Courthouse
PO Box 319
Mason, MI 48854

Dear Commissioners:

I write to appeal a response to a Freedom of Information Act (FOIA) request.

As shown in the attached, on November 20, I requested from your FOIA coordinator (underlining added here):

1. emails and other written communications (including but not limited to text or direct messages) received or sent between Ingham County Clerk Barb Byrum and the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office, including all those previously provided to me. Emails provided to me should include the email address(es) of the individual and expanded "header" information.

2. notes or phone records in the possession of Ingham County Clerk Barb Byrum as they relate to any communication with the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office.

On November 23, I received a response, as shown in the attached. You can see that the response referred to correspondence with "Steve Meadows" and "Mr. Meadows," not what I had actually asked for in this request (materials involving "the person who called himself or herself 'Steve Meadows'...").

Later that day, as shown in the attached, I wrote back to reply that the FOIA responder had not answered my request. I closed with, "I realize your response may still be the same in terms of content, but I would like a 'notice of denial' form that names correctly what I asked for, so that it's clear you and Clerk Byrum fully understand what I asked for."

The responder, who eventually identified herself as Becky Bennett, wrote back the next day:

eastlansinginfo.org
501c3 tax-exempt organization
PO Box 115, East Lansing, MI 48826-0115
news of the people, by the people, and for the people
to say, "The denial stands as written."

I am unclear on what basis I can be denied what I asked for. Even if Ms. Bennett and Ms. Byrum do not know who "Steve Meadows" actually is, I should be supplied a denial that accurately records what I asked for, namely the material, as noted, involving "the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office."

I am therefore submitting this appeal. I would like either the materials I asked for, or a denial letter that specifically names what I asked for, with reasons given for the denial.

As it stands, I have had no response from your FOIA coordinator to what I actually requested on November 20, 2015.

Thank you for your assistance in this matter.

Sincerely,

[Signature]

Alice D. Dreger
Publisher/President of the Board of Directors
East Lansing Info (ELi)
publisher@eastlansinginfo.org
621 Sunset Lane, East Lansing, MI, 48823; phone: 517-410-8963
Dear Ms. Bennett,

Thanks for your message. I would like to go to a hearing, thanks, as I don’t believe I have received a legally appropriate reply to my requests.

Let me know when and where I need to be, and whether the Board needs me to provide anything further in advance of the hearing. Thank.

Alice

On Dec 2, 2015, at 4:44 PM, Bennett, Becky <BBennett@ingham.org> wrote:

Dear Ms. Dreger:

I have provided you with the information that you have requested to the extent that it is in the possession of Ingham County, I have modified and resubmitted the FOIA Denial Form to you per your request, which is as far as I am willing to go. Please let me know if you wish to rescind your request for a FOIA Appeal hearing before the Board of Commissioners.

From: Alice Dreger [mailto:publisher@eastlansinginfo.org]
Sent: Tuesday, December 01, 2015 3:11 PM
To: Bennett, Becky
Cc: McGrain, Brian; Hope, Kara; Maiville, Randy
Subject: Re: Notice of Denial - Modified

Dear Ms. Bennett,

Thanks for your message, which I received and have been puzzling over. I’m afraid the wording of it makes it very difficult for me to understand the response, in part because “emails have been provided” is listed under “record does not exist.”

I would accept a signed written statement from you saying the following:

“We have already provided to you all written communications, including but not limited to emails, texts, and direct messages, as well as all notes and phone records, involving any communications between Barb Byrum and the person who called himself or herself ‘Steve Meadows’ in the email previously provided to you under the Freedom of Information Act.”
Could you supply me that?

Thanks.

Alice

Alice Dreger  
publisher@eastlansinginfo.org

East Lansing Info  
eastlansinginfo.org
News of the people, by the people, and for the people of East Lansing  
a registered 501(c)(3) nonprofit

On Dec 1, 2015, at 2:06 PM, Bennett, Becky <BBennett@ingham.org> wrote:

Ms. Dreger:

Attached per your request is a modified Notice of Denial of FOIA Request. Please review the attached documents and let me know if you will be rescinding your request for a FOIA Appeal Hearing before the Board of Commissioners.

Thank you.

Becky Bennett
Board Coordinator
Board of Commissioners Office
517 676-7200

<alicedregerdenial.pdf>

Alice Dreger
publisher@eastlansinginfo.org

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Notice of Denial of FOIA Request

Request No.: __________  Date Received: 11-20-2015  Check if received via: X Email  □ Fax  □ Other

Name: Alice Dreger  Phone: __________

Firm/Organization: __________  Fax: __________

Street: __________  Email: __________

City: __________  State: MI  Zip: 48823

Electronic Method
Date of This Notice: 11-30-15  Date delivered to junk/spam folder: __________
(Please Print or Type)  Date discovered in junk/spam folder: __________

Request for: □ Copy  □ Certified copy  □ Record Inspection  □ Subscription to record issued on regular basis

Delivery Method: □ Will pick up  □ Will make own copies onsite  □ Mail to address above  □ Email to address above
□ Deliver on digital media provided by the County: __________

Record(s) You Requested: (Listed here or see attached copy of original request) (see attached)  FOIA request is granted to the extent that the information requested is in our possession. All emails received or sent between Barb Byrum and the person who called himself or herself “Steve Meadows” have been provided.

□ All  OR  X Part of your request for records has been denied. Please refer to this form for an explanation. If you have any questions regarding this denial, contact Becky Bennett at 676-7200.

Reason for Denial:
□ 1. Exempt from Disclosure: This item is exempt from disclosure under FOIA Section 13, Subsection ______ (insert number), because: __________

□ 2. Record Does Not Exist: This item does not exist under the name provided in your request or by another name reasonably known to the County. A certificate that the public record does not exist under the name given is attached. If you believe this record does exist, provide a description that will enable us to locate the record: (see attached)  This portion of the denial refers to “other written communications (including but not limited to text or direct messages) received or sent between Ingham County Clerk Barb Byrum and the person who called himself or herself ‘Steve Meadows’ and ‘notes or phone records in the possession of Ingham County Clerk Barb Byrum as they relate to any communication with the person who called himself or herself ‘Steve Meadows’.”  Emails have been provided.

□ 3. Redaction: A portion of the requested record had to be separated or deleted (redacted) as it is exempt under FOIA Section 13, Subsection 1a. (insert number), because: (See attached)

A brief description of the information that had to be separated or deleted: __________
Notice of Requestor’s Right to Seek Judicial Review

You are entitled under Section 10 of the Michigan Freedom of Information Act, MCL 15.240, to appeal this denial to the County Board of Commissioners or to commence an action in the Circuit Court to compel disclosure of the requested records if you believe they were wrongfully withheld from disclosure. If, after judicial review, the Court determines that the County has not complied with MCL 15.235 in making this denial and orders disclosure of all or a portion of a public record, you have the right to receive attorneys’ fees and damages as provided in MCL 15.240. (See back of this form for additional information on your rights.)

Signature of FOIA Coordinator: [Signature]  Date: [Date]

(Form created by MTA, MAMA and CS&T, PC, May 2015)
Dear Ingham County FOIA coordinator:

Under the Freedom of Information Act, I write to request:

1. emails and other written communications (including but not limited to text or direct messages) received or sent between Ingham County Clerk Barb Byrum and the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office, including all those previously provided to me. Emails provided to me should include the email address(es) of the individual and expanded "header" information.

2. notes or phone records in the possession of Ingham County Clerk Barb Byrum as they relate to any communication with the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office.

Thank you for your assistance with this matter.

Sincerely,

Alice Dreger

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eastlansinginfo.org
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a registered 501(c)(3) nonprofit
2. **Record Does Not Exist:** This item does not exist under the name provided in your request or by another name reasonably known to the County. A certificate that the public record does not exist under the name given, is attached. If you believe this record does exist, provide a description that will enable us to locate the record:

"other written communications (including but not limited to text or direct messages) received or sent between Ingham County Clerk Barb Byrum and the person who called himself or herself 'Steve Meadows' and "notes or phone records in the possession of Ingham County Clerk Barb Byrum as they relate to any communication with the person who called himself or herself 'Steve Meadows'."

3. **Redaction:** A portion of the requested record had to be separated or deleted (redacted) as it is exempt under FOIA Section 13, Subsection 1a (insert number), because: the email address is personal for the person who called himself or herself 'Steve Meadows. Public disclosure of the information would constitute a clearly unwarranted invasion of the individual's privacy.
CERTIFICATE OF NON-EXISTENCE OF PUBLIC RECORD

_________ November 30, 2015 _________

_________ Alice Dreger _________

_________ [Redacted] _________


Dear Ms. Dreger:

The County of Ingham is in receipt of your email dated November 20, 2015 regarding a request under the Michigan Freedom of Information Act ("FOIA"). Your request was received on November 20, 2015. You requested:

1. emails and other written communications (including but not limited to text or direct messages) received or sent between Ingham County Clerk Barb Byrum and the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office, including all those previously provided to me. Emails provided to me should include the email address(es) of the individual and expanded "header" information.

2. notes or phone records in the possession of Ingham County Clerk Barb Byrum as they relate to any communication with the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office.

Part of your request was granted. The following information does not exist.

"other written communications (including but not limited to text or direct messages) received or sent between Ingham County Clerk Barb Byrum and the person who called himself or herself 'Steve Meadows' and "notes or phone records in the possession of Ingham County Clerk Barb Byrum as they relate to any communication with the person who called himself or herself 'Steve Meadows'.”

I hereby certify, pursuant to Section 5(5)(b) of the FOIA, that your FOIA request is denied because, to the best of my knowledge, information and belief, no public records exist as of November 20, 2015, under the name(s) set forth in your request as detailed below, nor under another name reasonably known to the County.

_________ [Signature] _________

FOIA Coordinator
FREEDOM OF INFORMATION ACT (EXCERPT)
Act 442 of 1976

15.240. amended Options by requesting person; appeal; actions by public body; receipt of written appeal; judicial review; civil action; venue; de novo proceeding; burden of proof; private view of public record; contempt; assignment of action or appeal for hearing, trial, or argument; attorneys’ fees, costs, and disbursements; assessment of award; damages.

Sec. 10.
(1) If a public body makes a final determination to deny all or a portion of a request, the requesting person may do 1 of the following at his or her option:
(a) Submit to the head of the public body a written appeal that specifically states the word "appeal" and identifies the reason or reasons for reversal of the denial.
(b) Commence a civil action in the circuit court, or if the decision of a state public body is at issue, the court of claims, to compel the public body’s disclosure of the public records within 180 days after a public body’s final determination to deny a request.

(2) Within 10 business days after receiving a written appeal pursuant to subsection (1)(a), the head of a public body shall do 1 of the following:
(a) Reverse the disclosure denial.
(b) Issue a written notice to the requesting person upholding the disclosure denial.
(c) Reverse the disclosure denial in part and issue a written notice to the requesting person upholding the disclosure denial in part.
(d) Under unusual circumstances, issue a notice extending for not more than 10 business days the period during which the head of the public body shall respond to the written appeal. The head of a public body shall not issue more than 1 notice of extension for a particular written appeal.

(3) A board or commission that is the head of a public body is not considered to have received a written appeal under subsection (2) until the first regularly scheduled meeting of that board or commission following submission of the written appeal under subsection (1)(a). If the head of the public body fails to respond to a written appeal pursuant to subsection (2), or if the head of the public body upholds all or a portion of the disclosure denial that is the subject of the written appeal, the requesting person may seek judicial review of the non-disclosure by commencing a civil action under subsection (1)(b).

(4) In an action commenced under subsection (1)(b), a court that determines a public record is not exempt from disclosure shall order the public body to cease withholding or to produce all or a portion of a public record wrongfully withheld, regardless of the location of the public record. Venue for an action against a local public body is proper in the circuit court for the county in which the public record or an office of the public body is located has venue over the action. The court shall determine the matter de novo and the burden is on the public body to sustain its denial. The court, on its own motion, may view the public record in controversy in private before reaching a decision. Failure to comply with an order of the court may be punished as contempt of court.

(5) An action commenced under this section and an appeal from an action commenced under this section shall be assigned for hearing and trial or for argument at the earliest practicable date and expedited in every way.

(6) If a person asserting the right to inspect, copy, or receive a copy of all or a portion of a public record prevails in an action commenced under this section, the court shall award reasonable attorneys’ fees, costs, and disbursements. If the person or public body prevails in part, the court may, in its discretion, award all or an appropriate portion of reasonable attorneys’ fees, costs, and disbursements. The award shall be assessed against the public body liable for damages under subsection (7).

(7) If the court determines in an action commenced under this section that the public body has arbitrarily and capriciously violated this act by refusal or delay in disclosing or providing copies of a public record, the court shall order the public body to pay a civil fine of $1,000.00, which shall be deposited into the general fund of the state treasury. The court shall award, in addition to any actual or compensatory damages, punitive damages in the amount of $1,000.00 to the person seeking the right to inspect or receive a copy of a public record. The damages shall not be assessed against an individual, but shall be assessed against the next succeeding public body that is not an individual and that kept or maintained the public record as part of its public function.

Attached is your FOIA request.

From: Alice Dreger
Sent: Friday, November 20, 2015 12:02 AM
To: FOIA Coordinator, Ingham County
Subject: FOIA request regarding "Steve Meadows"

Dear Ingham County FOIA coordinator:

Under the Freedom of Information Act, I write to request:
1. emails and other written communications (including but not limited to text or direct messages) received or sent between Ingham County Clerk Barb Byrum and the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office, including all those previously provided to me. Emails provided to me should include the email address(es) of the individual and expanded "header" information.
2. notes or phone records in the possession of Ingham County Clerk Barb Byrum as they relate to any communication with the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office.
   Thank you for your assistance with this matter.

Sincerely,

Alice Dreger
publisher@eastlansinginfo.org
cell: [redacted]
address: [redacted]

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a registered 501(c)(3) nonprofit
Ms. Dreger

Thank you for your response. The denial stands as written.

From: Alice Dreger  
Sent: Monday, November 23, 2015 5:48 PM  
To: FOIA Coordinator, Ingham County  
Subject: Re: FOIA request regarding "Steve Meadows"

Dear coordinator,

First, would you please tell me the name(s) of the person(s) I am talking to in these emails? I can’t make them out on the form. Thanks!

Second, I believe you answered my request incorrectly based on how you filled in the “notice of denial” response form. Please note that, in my latest request, I requested materials related not to “Steve Meadows” but "the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office."

I realize your response may still be the same in terms of content, but I would like a “notice of denial” form that names correctly what I asked for, so that it’s clear you and Clerk Byrum fully understand what I asked for. When you ask Clerk Byrum for the materials, please make sure you ask her for the materials correctly.

Thanks very much!

Alice

On Nov 23, 2015, at 4:04 PM, FOIA Coordinator, Ingham County <FOIACoordinator@ingham.org> wrote:

Attached is your FOIA request.

From: Alice Dreger  
Sent: Friday, November 20, 2015 12:02 AM  
To: FOIA Coordinator, Ingham County  
Subject: FOIA request regarding "Steve Meadows"

Dear Ingham County FOIA coordinator:

Under the Freedom of Information Act, I write to request:
1. emails and other written communications (including but not limited to text or
A email and other written communications (including but not limited to text or direct messages) received or sent between Ingham County Clerk Barb Byrum and the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office, including all those previously provided to me. Emails provided to me should include the email address(es) of the individual and expanded “header” information.

2. notes or phone records in the possession of Ingham County Clerk Barb Byrum as they relate to any communication with the person who called himself or herself ‘Steve Meadows’ in the email previously provided to me by your office.
Thank you for your assistance with this matter.

Sincerely,

Alice Dreger
publisher@eastlansinginfo.org

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<dregerfoia2.pdf>
Ingham County
P.O. Box 319, Mason, MI 48854
Phone: 517-676-7200

Notice of Denial of FOIA Request

Request No.: __________ Date Received: 11.20.15 Check if received via: √ Email ☐ Fax ☐ Other Electronic Method

Name Alice Dreger
Firm/Organization
Street
City
State Zip

Date of This Notice: __________ Date delivered to junk/spam folder: __________
(Please Print or Type) Date discovered in junk/spam folder: __________

Request for: ☐ Copy ☐ Certified copy ☐ Record inspection ☐ Subscription to record issued on regular basis

Delivery Method: ☐ Will pick up ☐ Will make own copies onsite ☐ Mail to address above ☐ Email to address above
☐ Deliver on digital media provided by the County:

Record(s) YouRequested: (Listed here or see attached copy of original request)

☐ All OR ☐ Part of your request for records has been denied. Please refer to this form for an explanation. If you have any questions regarding this denial, contact __________________________ at __________________________.

Reason for Denial:
☐ 1. Exempt from Disclosure: This item is exempt from disclosure under FOIA Section 13, Subsection ______ (insert number), because: __________________________

☐ 2. Record Does Not Exist: This item does not exist under the name provided in your request or by another name reasonably known to the County. A certificate that the public record does not exist under the name given is attached. If you believe this record does exist, provide a description that will enable us to locate the record: __________________________

☐ 3. Redaction: A portion of the requested record had to be separated or deleted (redacted) as it is exempt under FOIA Section 13, Subsection ______ (insert number), because: __________________________

A brief description of the information that had to be separated or deleted: __________________________

Notice of Requestor's Right to Seek Judicial Review
You are entitled under Section 10 of the Michigan Freedom of Information Act, MCL 15.240, to appeal this denial to the County Board of Commissioners or to commence an action in the Circuit Court to compel disclosure of the requested records if you believe they were wrongfully withheld from disclosure. If, after judicial review, the Court determines that the County has not complied with MCL 15.235 in making this denial and orders disclosure of all or a portion of a public record, you have the right to receive attorneys' fees and damages as provided in MCL 15.240. (See back of this form for additional information on your rights.)

Signature of FOIA Coordinator: __________________________ Date: 11.20.15

(Form created by MTA, MAMA and CS&T, PC, May 2015)
FREEDOM OF INFORMATION ACT (EXCERPT)
Act 442 of 1976

15.240. amended Options by requesting person; appeal; actions by public body; receipt of written appeal; judicial review; civil action; venue; de novo proceeding; burden of proof; private view of public record; contempt; assignment of action or appeal for hearing, trial, or argument; attorneys' fees, costs, and disbursements; assessment of award; damages.
Sec. 10.
(1) If a public body makes a final determination to deny all or a portion of a request, the requesting person may do 1 of the following at his or her option:

(a) Submit to the head of the public body a written appeal that specifically states the word "appeal" and identifies the reason or reasons for reversal of the denial.

(b) Commence a civil action in the circuit court, or if the decision of a state public body is at issue, the court of claims, to compel the public body's disclosure of the public records within 180 days after a public body's final determination to deny a request.

(2) Within 10 business days after receiving a written appeal pursuant to subsection (1)(a), the head of a public body shall do 1 of the following:

(a) Reverse the disclosure denial.

(b) Issue a written notice to the requesting person upholding the disclosure denial.

(c) Reverse the disclosure denial in part and issue a written notice to the requesting person upholding the disclosure denial in part.

(d) Under unusual circumstances, issue a notice extending for not more than 10 business days the period during which the head of the public body shall respond to the written appeal. The head of a public body shall not issue more than 1 notice of extension for a particular written appeal.

(3) A board or commission that is the head of a public body is not considered to have received a written appeal under subsection (2) until the first regularly scheduled meeting of that board or commission following submission of the written appeal under subsection (1)(a). If the head of the public body fails to respond to a written appeal pursuant to subsection (2), or if the head of the public body upholds all or a portion of the disclosure denial that is the subject of the written appeal, the requesting person may seek judicial review of the nondisclosure by commencing a civil action under subsection (1)(b).

(4) In an action commenced under subsection (1)(b), a court that determines a public record is not exempt from disclosure shall order the public body to cease withholding or to produce all or a portion of a public record wrongfully withheld, regardless of the location of the public record. Venue for an action against a local public body is proper in the circuit court for the county in which the public record or an office of the public body is located has venue over the action. The court shall determine the matter de novo and the burden is on the public body to sustain its denial. The court, on its own motion, may view the public record in controversy in private before reaching a decision. Failure to comply with an order of the court may be punished as contempt of court.

(5) An action commenced under this section and an appeal from an action commenced under this section shall be assigned for hearing and trial or for argument at the earliest practicable date and expedited in every way.

(6) If a person asserting the right to inspect, copy, or receive a copy of all or a portion of a public record prevails in an action commenced under this section, the court shall award reasonable attorneys' fees, costs, and disbursements. If the person or public body prevails in part, the court may, in its discretion, award all or an appropriate portion of reasonable attorneys' fees, costs, and disbursements. The award shall be assessed against the public body liable for damages under subsection (7).

(7) If the court determines in an action commenced under this section that the public body has arbitrarily and capriciously violated this act by refusal or delay in disclosing or providing copies of a public record, the court shall order the public body to pay a civil fine of $1,000.00, which shall be deposited into the general fund of the state treasury. The court shall award, in addition to any actual or compensatory damages, punitive damages in the amount of $1,000.00 to the person seeking the right to inspect or receive a copy of a public record. The damages shall not be assessed against an individual, but shall be assessed against the next succeeding public body that is not an individual and that kept or maintained the public record as part of its public function.

Bennett, Becky

From: Alice Dreger
Sent: Friday, November 20, 2015 12:02 AM
To: FOIA Coordinator, Ingham County
Subject: FOIA request regarding "Steve Meadows"

Dear Ingham County FOIA coordinator:

Under the Freedom of Information Act, I write to request:

1. emails and other written communications (including but not limited to text or direct messages) received or sent between Ingham County Clerk Barb Byrum and the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office, including all those previously provided to me. Emails provided to me should include the email address(es) of the individual and expanded "header" information.

2. notes or phone records in the possession of Ingham County Clerk Barb Byrum as they relate to any communication with the person who called himself or herself 'Steve Meadows' in the email previously provided to me by your office.

Thank you for your assistance with this matter.

Sincerely,

Alice Dreger
publisher@eastlansinginfo.org
cell phone: [redacted]

eastlansinginfo.org

News of the people, by the people, and for the people of East Lansing
a registered 501(c)(3) nonprofit
Received: from mail.ingham.org by mail.ingham.org
(172.24.2.158) with Microsoft SMTP Server (TLS) id 15.0.1044.25 via Mailbox
Transport; Thu, 29 Oct 2015 18:23:13 -0400
Received: from mail.ingham.org (172.24.2.158)
by mail.ingham.org (localhost.localdomain [127.0.0.1])
localhost [Email Security Appliance] with SMTP id 251A593C55_6329C50B
for <inghamclerk@ingham.org>; Thu, 29 Oct 2015 22:23:12 +0000 (GMT)
Received: from mail-100-f181.google.com (mail-100-f181.google.com [209.85.223.181])
by mail.ingham.org (6329C4FF) with ESMTP id 53AF180EBD_6329C4FF
for <inghamclerk@ingham.org>; Thu, 29 Oct 2015 22:23:11 +0000 (GMT)
Received: by iody8 with SMTP id y8so616521881iod.1
for <inghamclerk@ingham.org> at mail.ingham.org [localhost.localdomain]
via iody8; Thu, 29 Oct 2015 22:23:12 +0000 (GMT)
DKIM-Signature: v=1; a=rslt-sha256; c=relaxed/relaxed;
d=google.com; s=relaxed;
dkim-ver=1.0;
X-Received: by 10.107.138.84 with SMTP id m81mr6707181iod.40.1446157391065;
Thu, 29 Oct 2015 15:23:11 -0700 (PDT)
Received: by 10.50.176.228 with HTTP; Thu, 29 Oct 2015 15:23:10 -0700 (PDT)
Date: Thu, 29 Oct 2015 18:23:12 -0400
Message-ID: <CABg1RnWHS1Jrhry8j9DDLXvuOmpb2kMr2zzz64Chh1qj22jyaQ@mail.gmail.com>
Subject: Campaign Finance Violation - Erik Altmann
From: Steve Meadows <steve.meadows@ingham.org>
To: inghamclerk@ingham.org
Content-Type: multipart/mixed; boundary=001a13fe76495e8ad052345c1ad
X-Sophos-SenderHistory: ip=209.85.223.181,fe=15753926,da=15790465,mc=892
X-Sophos-ESA: [mail.ingham.org] 3.0.0.0, Antispam-Engine: 2.7.2.1390750, Antispam-Data:
2015.10.29.221216
X-ESA-Spam: Gauge=IIIIIIII, Probability=.8, Report='}

---

Return-Path: 
X-MS-Exchange-Organization-Message-Id: 157f9c29-86d9-478c-7d6f-0ed2e0af8857
X-MS-Exchange-Organization-AuthSource: Anonymous
X-MS-Exchange-Organization-Authority: Anonymous

Freedom of Information Act Request Detailed Cost Itemization

Date: 11-13-15  Prepared for Request No.: Alice Dreger  Date Request Received: 11-9-15

The following costs are being charged / estimated in compliance with Section 4 of the Michigan Freedom of Information Act, MCL 15.234, according to the County's FOIA Policies and Guidelines. If the County is seeking a 50% deposit prior to providing the public records sought, the estimate is itemized on this form, lines 1-5 below.

If all or a portion of the requested information is available on the County's website, the County is required to tell you it is available on the website and, where practicable, include a specific webpage address where the information is available. In this case

☑ None
☐ Some
☐ All

of the requested material can be found at the following webpage(s):

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

If the webpage is all the information you need, it is provided without charge. If, however, you still wish to receive a copy of material from the webpage, please let us know. The FOIA charges will apply if the County is required to produce copies of material from the webpage.

☐ Requestor has stipulated that some / all of the requested records that are already available on the County's
1. Labor Cost to Locate:
This is the cost of labor directly associated with the necessary searching for, locating, and examining public records in conjunction with receiving and fulfilling a granted written request. This fee is being charged because failure to do so will result in unreasonably high costs to the County because of the nature of the request in this particular instance, specifically:

The County will not charge more than the hourly wage of its lowest-paid employee capable of searching for, locating, and examining the public records in this particular instance, regardless of whether that person is available or who actually performs the labor.

These costs will be estimated and charged in 15-minute time increments; all partial time increments must be rounded down. If the number of minutes is less than 15, there is no charge.

Hourly Wage Charged: $ 14.00

Charge per ¼ hour: $ 4.00

OR

Hourly Wage with Fringe Benefit Cost: $__________
Multiply the hourly wage by the percentage multiplier: ______% (up to 50% of the hourly wage) and add to the hourly wage for a total per hour rate.

Charge per ¼ hour: $__________

[For records already available on the County's website that Requestor has requested in a paper or non-paper digital medium, greater than the 50% limitation, not to exceed the actual costs may be used to calculate Fringe Benefit Costs to be added to the hourly wage].

☐ Overtime rate charged as stipulated by Requestor (overtime is not used to calculate the fringe benefit cost)

To figure the number of increments, take the number of minutes: ______, divide by 15-minute increments, and round down. Enter below:

Number of increments ______

1. Labor Cost ______

$ 24.00
2. Labor Cost for Copying / Duplication

This is the cost of labor directly associated with duplication of publication, including making paper copies, making digital copies, or transferring digital public records to be given to the requestor on non-paper physical media or through the Internet or other electronic means as stipulated by the requestor.

This shall not be more than the hourly wage of the County's lowest-paid employee capable of necessary duplication or publication in this particular instance, regardless of whether that person is available or who actually performs the labor.

These costs will be estimated and charged in 15-minute time increments as set by the County Board of Commissioners (for example: 15-minutes or more); all partial time increments must be rounded down. If the number of minutes is less than one increment, there is no charge.

<table>
<thead>
<tr>
<th>Hourly Wage Charged: $_________</th>
<th>Charge per ¼ hour: $_________</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td>Hourly Wage with Fringe Benefit Cost: $_________</td>
<td></td>
</tr>
<tr>
<td>Multiply the hourly wage by the percentage multiplier: _____% (up to 50% of the hourly wage) and add to the hourly wage for a total per hour rate.</td>
<td></td>
</tr>
<tr>
<td>Charge per ¼ hour: $_________</td>
<td></td>
</tr>
</tbody>
</table>

[For records already available on the County's website that Requestor has requested in a paper or non-paper digital medium, greater than the 50% limitation, not to exceed actual costs may be used to calculate Fringe Benefit Costs to be added to the hourly wage].

☐ Overtime rate charged as stipulated by Requestor (overtime is not used to calculate the fringe benefit cost)

To figure the number of increments, take the number of minutes: ______, divide by 15-minute increments, and round down. Enter below:

Number of increments x ________ = $_______

2. Labor Cost
3a. **Employee Labor Cost for Separating Exempt from Non-Exempt (Redacting):**

(Fill this out if using a County employee. If contracted, use No. 3b instead).

The County will not charge for labor directly associated with redaction if it knows or has reason to know that it previously redacted the record in question and still has the redacted version in its possession.

This fee is being charged because failure to do so will result in unreasonably high costs to the County that are excessive and beyond the normal or usual amount for those services compared to the County's usual FOIA requests, because of the nature of the request in this particular instance, specifically: ____________________________________________________

This is the cost of labor of a County employee, including necessary review, directly associated with separating and deleting exempt from nonexempt information. This shall not be more than the hourly wage of the County's lowest-paid employee capable of separating and deleting exempt from nonexempt information in this particular instance, regardless of whether that person is available or who actually performs the labor.

These costs will be estimated and charged 15-minute time increments; all partial time increments must be rounded down. If the number of minutes is less than 15, there is no charge.

**Hourly Wage Charged:** $__________

**Charge per ¼ hour:** $__________

**OR**

**Hourly Wage with Fringe Benefit Cost:** $__________

Multiply the hourly wage by the percentage multiplier: ___% (up to 50% of the hourly wage) and add to the hourly wage for a total per hour rate.

**Charge per ¼ hour:** $__________

[For records already available on the County’s website that Requestor has requested in a paper or non-paper digital medium, greater than the 50% limitation, not to exceed the actual costs may be used to calculate Fringe Benefit Costs to be added to the hourly wage].

☐ Overtime rate charged as stipulated by Requestor (overtime is not used to calculate the fringe benefit cost)
3b. Contracted Labor Cost for Separating Exempt from Non-Exempt (Redacting):

(Fill this out if using a contractor, such as the attorney. If using in-house employee, use No. 3a instead.)

The County will not charge for labor directly associated with redaction if it knows or has reason to know that it previously redacted the record in question and still has the redacted version in its possession.

This fee is being charged because failure to do so will result in unreasonably high costs to the County that are excessive and beyond the normal or usual amount for those services compared to the County’s usual FOIA requests, because of the nature of the request in this particular instance, specifically:

As this County does not employ a person capable of separating exempt from non-exempt information in this particular instance, as determined by the FOIA Coordinator, this is the cost of labor of a contractor (i.e.: outside attorney), including necessary review, directly associated with separating and deleting exempt information from nonexempt information. This shall not exceed an amount equal to 6 times the state minimum hourly wage rate of ______. (currently $8.15).

Name of contracted person or firm: ____________________________

These costs will be estimated and charged in 15-minute time increments (must be 15-minutes or more); all partial time increments must be rounded down. If the number of minutes is less than 15, there is no charge.

Hourly Cost Charged: $__________  Charge per increment: $__________  

<table>
<thead>
<tr>
<th>Number of Increments</th>
<th>3b. Labor Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>x ________ = ________</td>
<td></td>
</tr>
</tbody>
</table>

4. Copying / Duplication Cost:

Copying costs may be charged if a copy of a public record is requested, or for the necessary copying of a record for inspection (for example, to allow for blacking out exempt information, to protect old or delicate original records, or because the original record is a digital file or database not available for public inspection).

No more than the actual cost of a sheet of paper, up to maximum 10 cents per sheet for:

- Letter (8 ½ x 11-inch, single and double-sided): ______ cents per sheet
- Legal (8 ½ x 14-inch, single and double-sided): ______ cents per sheet

No more than the actual cost of a sheet of paper for other paper sizes:

- Other paper sizes (single and double-sided): ______ cents / dollars per sheet

Actual and most reasonably economical cost of non-paper physical digital media:

- Circle applicable: Disc / Tape / Drive / Other Digital Medium  Cost per Item: ______

The cost of paper copies must be calculated as a total cost per sheet of paper. The fee cannot exceed 10 cents per sheet of paper for copies of public records made on 8-1/2- by 11-inch paper or 8-1/2- by 14-inch paper. The County must utilize the most economical means available for making copies of public records, including using double-sided printing, if cost saving and available.

<table>
<thead>
<tr>
<th>Number of Sheets</th>
<th>Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>x ________ = ________</td>
<td></td>
</tr>
<tr>
<td>x ________ = ________</td>
<td></td>
</tr>
<tr>
<td>x ________ = ________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>No. of Items</th>
<th>4. Total Copy Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>x ________ = ________</td>
<td></td>
</tr>
</tbody>
</table>

$_______
5. **Mailing Cost:**

The County will charge the actual cost of mailing, if any, for sending records in a reasonably economical and justifiable manner. Delivery confirmation is not required.

- The County *may* charge for the least expensive form of postal delivery confirmation.
- The County *cannot* charge more for expedited shipping or insurance unless specifically requested by the requestor.*

<table>
<thead>
<tr>
<th>Number of Envelopes or Packages:</th>
<th>Costs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>x _______ = $_______</td>
<td></td>
</tr>
<tr>
<td>x _______ = $_______</td>
<td></td>
</tr>
<tr>
<td>x _______ = $_______</td>
<td></td>
</tr>
<tr>
<td>x _______ = $_______</td>
<td></td>
</tr>
<tr>
<td>x _______ = $_______</td>
<td></td>
</tr>
<tr>
<td>Actual Cost (least expensive) Postal Delivery Confirmation: $_______</td>
<td></td>
</tr>
</tbody>
</table>

*Expedited Shipping or Insurance as Requested: $_______

☐ * Requestor has requested expedited shipping or insurance

---

### Subtotal Fees Before Waivers, Discounts or Deposits:

<table>
<thead>
<tr>
<th>Estimated Time Frame to Provide Records:</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________________________ (days or date)</td>
</tr>
</tbody>
</table>

☐ Cost estimate  ☐ Bill

The time frame estimate is nonbinding upon the County, but the County is providing the estimate in good faith. Providing an estimated time frame does not relieve the County from any of the other requirements of this act.

<table>
<thead>
<tr>
<th>1. Labor Cost to Locate:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$_______</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Labor Cost for Copying:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$_______</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3a. Labor Cost to Redact:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$_______</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>3b. Contract Labor Cost to Redact:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$_______</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>4. Copying/Duplication Cost:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$_______</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Mailing Cost:</th>
</tr>
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<tbody>
<tr>
<td>$_______</td>
</tr>
</tbody>
</table>

Subtotal Fees: $_______

---

### Waiver: Public Interest

A search for a public record may be conducted or copies of public records may be furnished without charge or at a reduced charge if the County determines that a waiver or reduction of the fee is in the public interest because searching for or furnishing copies of the public record can be considered as primarily benefiting the general public.

☐ All fees are waived  OR  ☐ All fees are reduced by: _________% 

<table>
<thead>
<tr>
<th>Subtotal Fees After Waiver:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$_______</td>
</tr>
</tbody>
</table>
### Discount: Indigence
A public record search must be made and a copy of a public record must be furnished without charge for the first $20.00 of the fee for each request by an individual who is entitled to information under this act and who:

1) Submits an affidavit stating that the individual is indigent and receiving specific public assistance, OR

2) If not receiving public assistance, stating facts showing inability to pay the cost because of indigence.

If a requestor is ineligible for the discount, the public body shall inform the requestor specifically of the reason for ineligibility in the public body's written response. An individual is ineligible for this fee reduction if ANY of the following apply:

- (i) The individual has previously received discounted copies of public records from the same public body twice during that calendar year, OR
- (ii) The individual requests the information in conjunction with outside parties who are offering or providing payment or other remuneration to the individual to make the request. A public body may require a statement by the requestor in the affidavit that the request is not being made in conjunction with outside parties in exchange for payment or other remuneration.

☐ Eligible for Indigence Discount

| Subtotal Fees After Discount (subtract $20): | $________ |

### Discount: Nonprofit Organization
A public record search must be made and a copy of a public record must be furnished without charge for the first $20.00 of the fee for each request by a nonprofit organization formally designated by the state to carry out activities under subtitle C of the federal Developmental Disabilities Assistance and Bill of Rights Act of 2000 and the federal Protection and Advocacy for Individuals with Mental Illness Act, if the request meets ALL of the following requirements:

- (i) Is made directly on behalf of the organization or its clients.
- (iii) Is accompanied by documentation of its designation by the state, if requested by the County.

☐ Eligible for Nonprofit Discount

| Subtotal Fees After Discount (subtract $20): | $________ |

### Deposit: Good Faith
The County may require a good-faith deposit before providing the public records to the Requestor if the entire fee estimate or charge authorized under this section exceeds $50.00, based on a good-faith calculation of the total fee. The deposit cannot exceed 1/2 of the total estimated fee. Percent of Deposit: _________%

Date Paid: __________

Deposit Amount Required: $________
### Deposit: Increased Deposit Due to Previous FOIA Fees Not Paid in Full

After the County has granted and fulfilled a written request from an individual under this Act, if the County has not been paid in full the total amount of fees for the copies of public records that the County made available to the individual as a result of that written request, the County may require an increased estimated fee deposit of up to 100% of the estimated fee before it begins a full public record search for any subsequent written request from that individual if ALL of the following apply:

- The final fee for the prior written request was not more than 105% of the estimated fee.
- The public records made available contained the information being sought in the prior written request and are still in the County’s possession.
- The public records were made available to the individual, subject to payment, within the best effort estimated time frame given for the previous request.
- Ninety (90) days have passed since the County notified the individual in writing that the public records were available for pickup or mailing.
- The individual is unable to show proof of prior payment to the County.
- The County calculates a detailed itemization, as required under MCL 15.234, that is the basis for the current written request’s increased estimated fee deposit.

The County can no longer require an increased estimated fee deposit from an individual if ANY of the following apply:

- The individual is able to show proof of prior payment in full to the County, OR
- The County is subsequently paid in full for the applicable prior written request, OR
- Three hundred sixty-five (365) days have passed since the individual made the written request for which full payment was not remitted to the County.

### 14. Late Response Labor Costs Reduction

If the County does not respond to a written request in a timely manner as required under MCL 15.235(2), the County must do the following:

- Reduce the charges for labor costs otherwise permitted by 5% for each day the County exceeds the time permitted for a response to the request, with a maximum 50% reduction.

### 15. Balance Due (Deduct amount on Line 14 from amount on Line 13c)

<table>
<thead>
<tr>
<th>Date Paid</th>
<th>Total Balance Due</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$_________</td>
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<table>
<thead>
<tr>
<th>Percent Deposit Required:</th>
<th>$_________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Paid:</td>
<td>$_________</td>
</tr>
<tr>
<td>Total Labor Costs:</td>
<td>$_________</td>
</tr>
<tr>
<td>Minus Reduction:</td>
<td>$_________</td>
</tr>
<tr>
<td>= Reduced Total Labor Costs:</td>
<td>$_________</td>
</tr>
</tbody>
</table>

| Number of Days Over Required Response Time: | $_________ |
| Multiply by 5%: | $_________ |
The Public Summary of the County's FOIA Procedures and Guidelines is available free of charge from:

Website: [www.ingham.org](http://www.ingham.org)  Email: folacoordinator@ingham.org
Phone: (517) 676-7200  Address: P.O. Box 319, Mason, MI 48854

Request Will Be Processed, But **Balance Must Be Paid Before Copies May Be Picked Up, Delivered or Mailed**

(Form created by MTA, MAMA and CS&T, PC, June 2015)
Notice of Denial of FOIA Request

Request No.: __________ Date Received: 11-9-15 Check if received via: ☐ Email ☐ Fax ☐ Other Electronic Method

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alice Dreger</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Firm/Organization</th>
<th>Fax</th>
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<tbody>
<tr>
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</table>

<table>
<thead>
<tr>
<th>Street</th>
<th>Email</th>
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<tbody>
<tr>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
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</tbody>
</table>

Date of This Notice: ______________ Date delivered to junk/spam folder: ______________
(Please Print or Type) Date discovered in junk/spam folder: ______________

Request for: ☐ Copy ☐ Certified copy ☐ Record inspection ☐ Subscription to record issued on regular basis

Delivery Method: ☐ Will pick up ☐ Will make own copies onsite ☐ Mail to address above ☐ Email to address above
☐ Deliver on digital media provided by the County:

Record(s) You Requested: (Listed here or see attached copy of original request)

☐ All ☐ OR ☐ Part of your request for records has been denied. Please refer to this form for an explanation. If you have any questions regarding this denial, contact __________________________ at __________________________

Reason for Denial:
☐ 1. Exempt from Disclosure: This item is exempt from disclosure under FOIA Section 13, Subsection _________ (insert number), because:

☐ 2. Record Does Not Exist: This item does not exist under the name provided in your request or by another name reasonably known to the County. A certificate that the public record does not exist under the name given is attached. If you believe this record does exist, provide a description that will enable us to locate the record: __________________________

☐ 3. Redaction: A portion of the requested record had to be separated or deleted (redacted) as it is exempt under FOIA Section 13, Subsection 1-2 (insert number), because: __________________________

A brief description of the information that had to be separated or deleted:

Notice of Requestor's Right to Seek Judicial Review
You are entitled under Section 10 of the Michigan Freedom of Information Act, MCL 15.240, to appeal this denial to the County Board of Commissioners or to commence an action in the Circuit Court to compel disclosure of the requested records if you believe they were wrongfully withheld from disclosure. If, after judicial review, the Court determines that the County has not complied with MCL 15.235 in making this denial and orders disclosure of all or a portion of a public record, you have the right to receive attorneys' fees and damages as provided in MCL 15.240. (See back of this form for additional information on your rights.)

Signature of FOIA Coordinator: __________________________ Date: 11-18-15

(Form created by MTA, MAMA and CS&T, PC, May 2015)
FREEDOM OF INFORMATION ACT (EXCERPT)
Act 442 of 1976

15.240 amended Options by requesting person; appeal; actions by public body; receipt of written appeal; judicial review; civil action; venue; de novo proceeding; burden of proof; private view of public record; contempt; assignment of action or appeal for hearing, trial, or argument; attorneys' fees, costs, and disbursements; assessment of award; damages.
Sec. 10.
(1) If a public body makes a final determination to deny all or a portion of a request, the requesting person may do 1 of the following at his or her option:
   (a) Submit to the head of the public body a written appeal that specifically states the word "appeal" and identifies the reason or reasons for reversal of the denial.
   (b) Commence a civil action in the circuit court, or if the decision of a state public body is at issue, the court of claims, to compel the public body's disclosure of the public records within 180 days after a public body's final determination to deny a request.

(2) Within 10 business days after receiving a written appeal pursuant to subsection (1)(a), the head of a public body shall do 1 of the following:
   (a) Reverse the disclosure denial.
   (b) Issue a written notice to the requesting person upholding the disclosure denial.
   (c) Reverse the disclosure denial in part and issue a written notice to the requesting person upholding the disclosure denial in part.
   (d) Under unusual circumstances, issue a notice extending for not more than 10 business days the period during which the head of the public body shall respond to the written appeal. The head of a public body shall not issue more than 1 notice of extension for a particular written appeal.

(3) A board or commission that is the head of a public body is not considered to have received a written appeal under subsection (2) until the first regularly scheduled meeting of that board or commission following submission of the written appeal under subsection (1)(a). If the head of the public body fails to respond to a written appeal pursuant to subsection (2), or if the head of the public body upholds all or a portion of the disclosure denial that is the subject of the written appeal, the requesting person may seek judicial review of the nondisclosure by commencing a civil action under subsection (1)(b).

(4) In an action commenced under subsection (1)(b), a court that determines a public record is not exempt from disclosure shall order the public body to cease withholding or to produce all or a portion of a public record wrongfully withheld, regardless of the location of the public record. Venue for an action against a local public body is proper in the circuit court for the county in which the public record or an office of the public body is located has venue over the action. The court shall determine the matter de novo and the burden is on the public body to sustain its denial. The court, on its own motion, may view the public record in controversy in private before reaching a decision. Failure to comply with an order of the court may be punished as contempt of court.

(5) An action commenced under this section and an appeal from an action commenced under this section shall be assigned for hearing and trial or for argument at the earliest practicable date and expedited in every way.

(6) If a person asserting the right to inspect, copy, or receive a copy of all or a portion of a public record prevails in an action commenced under this section, the court shall award reasonable attorneys' fees, costs, and disbursements. If the person or public body prevails in part, the court may, in its discretion, award all or an appropriate portion of reasonable attorneys' fees, costs, and disbursements. The award shall be assessed against the public body liable for damages under subsection (7).

(7) If the court determines in an action commenced under this section that the public body has arbitrarily and capriciously violated this act by refusal or delay in disclosing or providing copies of a public record, the court shall order the public body to pay a civil fine of $1,000.00, which shall be deposited into the general fund of the state treasury. The court shall award, in addition to any actual or compensatory damages, punitive damages in the amount of $1,000.00 to the person seeking the right to inspect or receive a copy of a public record. The damages shall not be assessed against an individual, but shall be assessed against the next succeeding public body that is not an individual and that kept or maintained the public record as part of its public function.

Clerk Byrum,

I received a copy of the attached mailing today from Erik Altmann. The last sentence is a blatant violation of campaign finance law. Mr. Altmann has made a sizable, illegal contribution to the campaigns of Steve Ross and Mark Meadows.

Please investigate this violation and take appropriate action.

Steve Meadows
October 28, 2015

Dear Neighbor,

It looks like I’ve made some powerful people angry.

A few days ago, you probably received a political mailer attacking me and making all kinds of crazy accusations. If you want the facts behind the “facts”, please check ErikAltman.com or call me at 517-977-8589.

The mailer came from the Lansing Regional Chamber of Commerce. The Chamber is pouring record-shattering amounts of money into our City Council race. What’s their motive? And why’d they go after me?

It was a business decision: Developers get $5 million in subsidies from the East Lansing City Council in the past year alone! Even if they have to spend $500,000 for an anti-Council majority for the next two years, that’s still pennies on the dollar.

And they know they can make a lot of our local voters angry by attacking our local candidates and parties. They’re counting on the basic human reaction: “If my kids go to that school, but that means a tax increase, I’ll vote against the proposal.”

And that’s why the Chamber attacked. They wanted to send a lot of false talk to the local media.

What they don’t realize is our community is not being fooled by that kind of stuff. It’s clear that the Chamber is trying to skew the political climate in our city by using the wrong tactics and the wrong candidates. It’s time for more local candidates who are honest and stand up for their constituents.

Let’s send a message that East Lansing is not for sale to special interests. Vote Altmann, Mark Meadow, and Steve Roes for East Lansing City Council.

[Signature]

Paid for by Friends of Erik Altmann - 1702 Snyder Road, East Lansing, MI 48823

Printed in house
Mr. Meadows,

Thank you for your email message.

Attached, please find my response to your complaint.

Please feel free to contact me if I may be of additional assistance.

Sincerely,
Barb Byrum
Ingham County Clerk
517-676-7201

Clerk Byrum,

I received a copy of the attached mailing today from Erik Altmann. The last sentence is a blatant violation of campaign finance law. Mr. Altmann has made a sizable, illegal contribution to the campaigns of Steve Ross and Mark Meadows.

Please investigate this violation and take appropriate action.

Steve Meadows
October 30, 2015

Michigan Department of State
Bureau of Elections
Richard H. Austin Building – 1st Floor
430 West Allegan Street
Lansing, Michigan 48918

To Whom It May Concern:

On October 30, 2015, I received a complaint that campaign literature was disseminated on behalf of three candidates for election to the East Lansing City Council, those candidates being Erik Altmann, Mark Meadows, and Steve Ross.

In order to determine if the candidate committees organized in support of said candidates are in violation of the Michigan Campaign Finance Act, specifically MCL § 169.244(2) and MCL § 169.247(1), the literature stated that only one candidate committee—Friends of Erik Altmann—was financially responsible for its production and dissemination.

The potential concerns with regard to Friends of Erik Altmann are that:

(1) a loan was granted to the two other candidate committees—Mark Meadows for City Council and Friends of Steve Ross,
(2) a contribution was made to the two other candidate committees in excess of $100.00 in the form of a fundraiser ticket, and/or
(3) an in-kind contribution was made to the two other candidate committees.

The potential concerns for the candidate committees of Mark Meadows for City Council and Friends of Steve Ross are that:

(1) there was failure to properly include an identifying statement on the campaign literature,
(2) one candidate committee or both accepted a contribution from another candidate committee in excess of a $100.00 in the form of a fundraiser ticket, and/or
(3) one candidate committee or both accepted a loan from another candidate committee.

Moreover, there could be potential concerns raised during the course of the Michigan Department of State’s investigation into this matter.
For your convenience, I have enclosed a copy of each Statement of Organization and Amended Statement of Organization (if applicable) for each candidate committee referenced above.

Also enclosed, please find a copy of the literature for which I received the complaint.

Please feel free to contact me if I may be of any assistance.

Sincerely,

Barb Byrum
Ingham County Clerk

Enclosures

cc: Erik Altmann
    Mark Meadows
    Steve Ross
**STATEMENT OF ORGANIZATION FORM FOR CANDIDATE COMMITTEES**

**INGHAM COUNTY CLERK**

<table>
<thead>
<tr>
<th>1. Committee ID #:</th>
<th>40531</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Type of Filing:</td>
<td>Original</td>
</tr>
<tr>
<td>Amendment to Items:</td>
<td></td>
</tr>
<tr>
<td>Eff. Date:</td>
<td></td>
</tr>
</tbody>
</table>

**3. Full Name of Committee (must include Candidate's first and last name):** Friends of Erik Altvinn

**4a. Candidate Full Name: Last Name** Altvinn

**4b. Political Party (if applicable):**

**4c. County of Residence:** Ingham

**4d. Office Sought:** Board Member - Local

**5. Date Committee was Formed:** 1/24/14

**6a. Committee Phone:** 517-827-8585

**6b. Committee Fax #:**

**6c. Committee Email Address:** ea48823@gmail.com

**6d. Committee Website Address:**

---

**7a. Complete Committee Mailing Address (May be PO Box):**
702 Snyder Rd, East Lansing, MI 48823

**7b. Complete Committee Street Address (May not be PO Box):**
702 Snyder Rd, East Lansing, MI 48823

**8. Treasurer Name and Complete Address:**
Altvinn, Erik M., 702 Snyder Rd, East Lansing, MI 48823

**Phone #: 517-827-8585**

**Email Address:** ems@msu.edu

**9. Designated Record Keeper Name and Complete Address:**

**10. REPORTING WAIVER REQUEST:**

- [ ] YES, I/WE WANT TO APPLY FOR THE REPORTING WAIVER. The committee does not expect to receive or expend in excess of $1,000 in an election.
- [ ] NO, I/WE DO NOT WANT TO APPLY FOR THE REPORTING WAIVER. The committee expects to receive or expend in excess of $1,000 in an election.

**11. Name and Address of Depositories or Intended Depositories of committee funds.** (Michigan Bank, Credit Union or Savings & Loan Association) While this item must be completed, an account does not have to be opened until the first contribution is received.

**Official Depository [name and address]:** MSU Federal Credit Union, 3777 West Rd., East Lansing, MI 48823

Secondary Depository [name and address]:

**12. This item applies only to Expenditure Candidate Committees: Check if this committee intends to seek qualifying contributions or make qualifying expenditures.**

**13. ELECTRONIC FILING:** This item applies to committees that file with the Michigan Department of State Bureau of Elections only and does not apply to Candidate Committees that file with the County Clerk's office.

- [ ] Committee did not spend or receive or expect to spend or receive in excess of $5,000 and is required to file electronically.
- [ ] Committee did not spend or receive or does not expect to spend or receive in excess of $5,000 and would like to file electronically voluntarily.

**Further information regarding Electronic Filing can be found in Appendix C of the Committee Manual.**

**14. Verification:** (We certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate and complete to the best of my/our knowledge or belief. If filing electronically, we further agree that the signatures below shall serve as the signatures that verify the accuracy and completeness of each statement filed electronically by the committee. We certify that all reasonable diligence will be used in the preparation of each statement electronically filed by this committee and that the contents of each statement will be true, accurate and complete to the best of my/our knowledge or belief. (Sign Name and Date))

**Candidate:**

**Current Treasurer:**

**Designated Record Keeper [required only if filing electronically]:**

CFT101 CAND 01/14: Authority granted under Act 388 of 1976, as amended * = Required Field on Originals
**1. Committee ID #:** 46531

**2. Type of Filing:**
- Original:
- Amendment to Items: 4d, 5

**3. Full Name of Committee (must include Candidate's first and last name):**
Friends of Erik Altman

**4a. Candidate Full Name: Last Name**
First Name

**4b. Political Party (if applicable):**

**4c. County of Residence:**

**4d. Office Sought:** East Lansing City Council

**5. Date Committee was Formed:** 1/21/16

**6a. Committee Phone:**

**6b. Committee Fax:**

**6c. Committee Email Address:**

**6d. Committee Website Address:**

**7a. Complete Committee Mailing Address (May be PO Box):**

**7b. Complete Committee Street Address (May not be PO Box):**

**8. Treasurer Name and Complete Address:**

**Phone #:**

**Email Address:**

**8. Designated Record Keeper Name and Complete Address:**

**Phone #:**

**Email Address:**

**10. REPORTING WAIVER REQUEST:**
- YES, I WOULD LIKE TO APPLY FOR THE REPORTING WAIVER. The committee does not expect to receive or expend in excess of $1,000 in a year and did not spend or receive in excess of $1,000 in a previous reporting year. I understand that the Committee must file Pre, Post, Quarterly and Annual Campaign Statements. I further understand that the Committee's reporting requirements are a commitment to filing requirements and to avoiding the costs of late filing fees.

- NO, I DO NOT WANT TO APPLY FOR THE REPORTING WAIVER. The committee expects to receive or expend in excess of $1,000 in a year and did not spend or receive in excess of $1,000 in a previous reporting year. I further understand that the Committee's reporting requirements are a commitment to filing requirements and to avoiding the costs of late filing fees.

**11. Name and Address of Depository:**
Secondary Depository (name and address):

**22. This Item applies only to Gubernatorial Candidate Committees:**
Check if this committee intends to seek qualifying contributions or make qualifying expenditures.

**33. ELECTRONIC FILING:**
- This item applies to committees that file with the Michigan Department of State Bureau of Elections only and does not apply to Candidate Committees that file with the County Clerk's office.
- Committee spent or received or expects to spend or receive in excess of $5,000 and is required to file electronically.
- Committee did not spend or receive or does not expect to spend or receive in excess of $5,000 and would like to file electronically voluntarily.

**34. Verification:** I/We certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate and complete to the best of my/our knowledge or belief. If filing electronically, I/We further agree that: the signatures below shall serve as the signatures that verify the accuracy and completeness of each statement filed electronically by the committee and that the contents of each statement will be true, accurate and complete to the best of my/our knowledge or belief.

**Candidate:**

**Current Treasurer:**

**Designated Record Keeper:**

**Date:**

---

* = Required Field on Original
MICHIGAN DEPARTMENT OF STATE
BUREAU OF ELECTIONS

STATEMENT OF ORGANIZATION BOARD FOR CANDIDATE COMMITTEES

1. Committee ID #: 46531

2. Type of Filing: [ ] Original [ ] Amendment to Name: 8
   SP. Date: 4/20/15

3. Full Name of Committee (must include Candidate's first and last name):
   Friends of Erik Altmann

4a. Candidate Full Name: First Name
   Last Name

4b. Political Party (if applicable):

4c. County of Residence:

4d. Office Sought:

4e. District/Circuit # or Jurisdiction:

5. Date Committee was Formed:

6a. Committee Phone:

6b. Committee Fax #:

6c. Committee Email Address:

6d. Committee Website Address:

7a. Complete Committee Mailing Address (May be PO Box):

7b. Complete Committee Street Address (May not be PO Box):

8. Treasurer Name and Complete Address:
   Altmann, Erik M., 702 Snyder Rd, East Lansing, MI 48823
   Phone #: (517) 827-8688
   Email Address: ee48823@gmail.com

9. Designated Record Keeper Name and Complete Address:

10. Reporting Waiver Request:
    [ ] Yes, I/We want to apply for the Reporting Waiver. The committee does not expect to receive or expend in excess of $1,000 in:
    1. [ ] if the committee does not spend or receive in excess of $1,000 in an election, the committee does not owe Pre-
       Annual Campaign Statements. We further understand that the Reporting Waiver will be automatically revocable if the committee
       exceeds the threshold and all required campaign statements must be filed. A Reporting Waiver does not exempt a committee from filing late
       Campaign Reports.

    [ ] No, I/We do not want to apply for the Reporting Waiver. The committee expects to receive or expend in excess of $1,000 in:

    [ ] if the committee does not spend or receive in excess of $1,000 in an election, I further understand that the Reporting Waiver cannot be automatically revoked because of late filing fees. Further information regarding Reporting Waivers can be found in Appendix C of the Committee Manual.

11a. Name and Address of Depository or Intended Depository of Committee Funds (Michigan Bank, Credit Union, or Association) While
      this item must be completed, an account does not have to be opened until the first contribution is received.

11b. Official Depository (name and address):

12. This item applies only to Gubernatorial Candidate Committees. Check if this committee intends to qualify for the Gubernatorial Candidate Committees. This item applies only to Gubernatorial Candidate Committees that file with the Michigan Department of State Bureau of Elections only and does not apply to other committees that file with the County Clerk's office.

13. Electronic Filing: This item applies to committees that file with the Michigan Department of State Bureau of Elections only and does not apply to
    Other committees that file with the County Clerk's office.

14. Verification: I certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate
    and complete to the best of my knowledge or belief. If filing electronically, we further agree that the signatures below shall serve as the signatures
    that verify the accuracy and completeness of each statement filed electronically by the committee. If I/We certify that all reasonable diligence will be used in the
    preparation of each statement electronically filed by this committee and that the contents of each statement will be true, accurate and complete to the
    best of my knowledge or belief. (Sign Name and Date)

Candidate:

Designated Record Keeper: (required only if filing electronically)

Current Treasurer:

GRI01 CAN SO.doc Rev 01/14: Authority granted under Act 386 of 1976, as amended ** Required Field on Originals
**STATEMENT OF ORGANIZATION**

**INFORMATION**

<table>
<thead>
<tr>
<th>1. Committee ID #:</th>
<th>INGHAM COUNTY CLERK</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Type of Filing:</td>
<td>Original: Amendment to Items:</td>
</tr>
</tbody>
</table>

**Candidate Information**

- **Full Name of Committee (must include Candidate's first and last name):**
  - Mark Meadows for City Council
- **Candidate Full Name:**
  - First Name: Mark
  - Last Name: Meadows
- **Political Party:**
  - N/A
- **Office Sought:**
  - East Lansing City Council
- **Date Committee was Formed:**
  - 07/20/2015

**Contact Information**

- **Committee Phone:**
  - (817) 282-0306
- **Committee Email Address:**
  - m1831@aol.com
- **Committee Website Address:**
  - F2815-6454

**Committee Members**

- **Treasurer Name and Complete Address:**
  - Michael J. Macquin, 6162 Cottage Drive, Haslett, MI 48840
  - Phone #: (817) 281-3465
  - Email Address: mailmacquin@msn.com
- **Designated Record Keeper Name and Complete Address:**
  - Daniel Oppenheimer, 1804 Sherrbrook Way, Haslett, MI 48840
  - Phone #: (817) 282-6033
  - Email Address: danieloppenheimer@gmail.com

**Reporting Waiver Request**

- **Yes, I/We Want to Apply for the Reporting Waiver:**
  - The committee does not expect to receive or spend in excess of $1,000 in an election.
  - I/We further understand that the Reporting Waiver is not a substitute for filing Quarterly and Annual Campaign Statements.
  - The Reporting Waiver must be filed by the committee.

**Depositary Information**

- **Depositary Name and Address:**
  - MSU Federal Credit Union
  - Secondary Depositary (name and address):
  - Rochester Bank and Trust

**Electronic Filing**

- **Committee spent or received:**
  - $0
- **Committee did not spend or receive:**
  - $0

**Verification**

- **Treasurer:**
  - Michael J. Macquin
  - Date: 7-25-15
- **Current Treasurer:**
  - Date: 7-23-15

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* = Required field on Originals

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STATEMENT OF ORGANIZATION
FORM FOR CANDIDATE COMMITTEES

1. Committee ID #: 46662
2. Type of Filing: [ ] Original
   [ ] Amendment to Initial
   Amendment to Initials: [ ]

   a. Full Name of Committee (must include Candidate's first and last names):
      Mark Windom for City Council
   b. Candidate First Name: [ ]
      Last Name: [ ]
   c. Political Party (if applicable):
   d. Office Sought:
   e. County of Residence:
   f. District/Circuit or Jurisdiction:

5. Date Committee was Formed:

6a. Committee Phone:
6b. Committee Fax:
6c. Committee Email Address:
6d. Committee Website Address:

7a. Complete Committee Mailing Address (May be PO Box):
   6268 Peachtree East Lansing MI 48823
7b. Complete Committee Street Address (May not be PO Box):

8. Treasurer Names and Complete Address:
   [ ] Phone:
   [ ] Email Address:

9. Designated Record Keeper Name and Complete Address:
   [ ] Phone:
   [ ] Email Address:

10. REPORTING WAIVER REQUEST:
    YES, [ ] We WANT TO APPLY FOR THE REPORTING WAIVER. The committee does not expect to receive or spend in excess of $1,000 in an election.
    [ ] We understand that if the committee does not spend or received in excess of $1,000 in an election, the committee does not owe Pre, Post, Quarterly and Annual Campaign Statements. However, we further understand that the Reporting Waiver will be automatically lost if the committee exceeds the $1,000 threshold and all required campaign statements must be filed. A Reporting Waiver does not exempt a committee from filing Late Contribution Reports.

NO, [ ] We DO NOT WANT TO APPLY FOR THE REPORTING WAIVER. The committee expects to receive or spend in excess of $1,000 in an election.
[ ] We understand that the committee owes Pre, Post, Quarterly and Annual Campaign Statements even if the committee does not spend or receive in excess of $1,000 in an election. I further understand that the Reporting Waiver cannot be requested retroactively to avoid filing requirements and avoid paying late filing fees. Further information regarding Reporting Waivers can be found in Appendix D of the Committee Manual.

11. Name and Address of Depository or Intended Depositories of committee funds, (Michigan Bank, Credit Union or Savings & Loan Association) While this form must be completed, an account does not have to be opened until the first contribution is received.
   *Official Depository (name and address):
   Secondary Depository (name and address):

12. This form applies only to Eloise County Candidate Committees. Check if this committee intends to seek qualifying contributions or make qualifying expenditures.

13. ELECTRONIC FILING: This form applies to committees that file with the Michigan Department of State Bureau of Elections only and does not apply to Candidate Committees that file with the County Clerk's office.
   [ ] Committee spent or received or expects to spend or receive in excess of $5,000 and is required to file electronically.
   [ ] Committee did not spend or receive or does not expect to spend or receive in excess of $5,000 and would like to file electronically voluntarily.

Further information regarding Electronic Filing can be found in Appendix E of the Committee Manual.

14. Verification: [ ] We certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate and complete to the best of our knowledge or belief. If filing electronically, we further agree that the signatures below shall serve as the signatures that verify the accuracy and completeness of each statement filed electronically by the committee. [ ] We certify that all reasonable diligence will be used in the preparation of each statement electronically filed by this committee and that the contents of each statement will be true, accurate and complete to the best of our knowledge or belief.

[Signature]
Date: 10/15/15
Designated Record Keeper (Required only if filing electronically)

[Signature]
Date: 10/15/15
Current Treasurer

CFR101 CAN SQldocs Rev 02/14: Authority granted under Act 58 of 1976, as amended  * = Required field on Original
**STATEMENT OF ORGANIZATION FORM FOR CANDIDATE COMMITTEES**

1. **Committee ID #:**
2. **Type of Filing:**
   - [ ] Original
   - [ ] Amendment to Return

3. **Full Name of Committee (must include Candidate's first and last name):**
   - Friends of Steve Ross

4. **Candidate Full Name:**
   - First Name: Steven
   - Last Name: Ross

5. **Political Party (if applicable):**
   - [ ] Democratic
   - [ ] Republican
   - [ ] Other

6. **Office Sought:**
   - East Lansing City Council

7. **Date Committee was Formed:**
   - 03/25/2015

8. **Committee Phone:**
   - (734) 591-4178

9. **Committee Email Address:**
   - stevenrossforeastlansing@gmail.com

10. **Committee Website Address:**
    - www.stevenrossforeastlansing.com

11. **Complete Committee Mailing Address:**
    - 1107 Presscot Drive, East Lansing, MI 48823

12. **Complete Committee Street Address:**
    - 1107 Presscot Drive, East Lansing, MI 48823

13. **Treasurer Name and Complete Address:**
    - Presscot Township, 1107 Presscot Drive, East Lansing, MI 48823
    - Phone: (517) 974-3538
    - Email Address: ptaernag@umich.edu

14. **Designated Account Keeper Name and Complete Address:**
    - Presscot Township, 1107 Presscot Drive, East Lansing, MI 48823
    - Phone: (517) 974-3538
    - Email Address: ptaernag@umich.edu

**FILING WAIVER REQUEST:**
- [ ] YES, I want to apply for the filing waiver.
- [ ] NO, I do not want to apply for the filing waiver.

**REPORTING WAIVER REQUEST:**
- [ ] YES, I want to apply for the reporting waiver.
- [ ] NO, I do not want to apply for the reporting waiver.

**SECRETARY OF STATE:**
- [ ] This item applies only to gubernatorial candidate committees.

**ELECTRONIC FILING:**
- [ ] This item applies to committees that file with the Michigan Department of State Bureau of Elections only and does not apply to
  Candidate Committees that file with the County Clerk's office.

**FURTHER INFORMATION REGARDING REPORTING:**
- Further information regarding Reporting Waivers can be found in Appendix C of the Committee Manual.

**SIGNATURES:**
- [ ] Designated Record Keeper (Required only if filing electronically)
  - Date: 03/25/2015
  - Current Treasurer
  - Date: 03/25/2015

---

**INGHAM COUNTY CLERK**

**RECEIVED**

MAR 25 2015
October 8, 2015

Dear Neighbor,

It looks like I've made some powerful people angry.

A few days ago, you probably received a political mailer attacking me and making all sorts of crazy accusations. (If you want the facts behind the "facts," please check out ErikAltmann.com or call me at 517-927-4889.)

The mailer came from the Lansing Regional Chamber of Commerce. The Chamber is pouring record-shattering amounts of money into our City Council race. What's funny? The Chamber is why I'm running.

In the business world, DeVexors get millions in subsidies from the East Lansing Business Council alone. Even if they have to spend $5,000 for a new City Council majority for the next two years, they still benefit on the backs of taxpayers.

And they don't want to make decisions that benefit the community. They want to build only high-end subdivisions for suburban dwellers and parks and playgrounds, and not our constant obligations to the city's residents. Even worse, Devexors have rejected the city's affordable housing plan.

And that's why the Chamber is calling me stupid for sending a card to you before the election.

We're taking our community back! It's time to say no! Two weeks ago, the Branch County Democratic County Committee endorsed me. And now, the Green Party of Michigan has endorsed me, too. People are of the Chamber's actions.

Let's send a message that East Lansing is for sale! On November 3, vote for Erik Altmann, Mark Menasco, and Steve Ross for East Lansing City Council.

Paid for by Friends of Erik Altmann, 502 S. Snyder Rd, East Lansing, MI 48823

Printed in house.
Please see my suggestions.

The tracked changes were not turned on as I later discovered.

Ryan B.

---

Ryan J. Buck
Chief Deputy Clerk – Circuit Court Clerk’s Office
Office of County Clerk Barb Byrum
Ingham County, Michigan
(517) 483-6504

---

From: Stites, Robin
Sent: Friday, October 30, 2015 10:21 AM
To: Buck, Ryan
Cc: Byrum, Barb
Subject: Erik Altmann Complaint 10-16-15

Please proof the attached.

Thank you!

Robin

---

Robin Stites
Election/Clerk Coordinator
Ingham County Clerk’s Office
(517) 676-7255
October 30, 2015

Michigan Department of State
Bureau of Elections
Richard H. Austin Building – 1st Floor
430 West Allegan Street
Lansing, Michigan 48918

To Whom It May Concern:

On October 30, 2015, I received a complaint that campaign literature was disseminated on behalf of three candidates for election to the East Lansing City Council, those candidates being Erik Altmann, Mark Meadows, and Steve Ross. The literature stated that only one candidate committee—Friends of Erik Altmann—paid for it.

In order to determine if the candidate committees of Erik Altmann, Mark Meadows, or Steve Ross are in violation of the Michigan Campaign Finance Act, specifically MCL § 169.244(2) and MCL § 169.247(1), please note that the literature only contained the name address of one candidate committee that paid for the literature. I don’t know what you’re saying in this paragraph. Didn’t you already cover this in the paragraph above?

The potential concerns with regard to Friends of Erik Altmann are that:

1. a loan was granted to two other candidate committees—Mark Meadows for City Council and Friends of Steve Ross, or
2. a contribution was made to the two other candidate committees in excess of $100.00 in the form of a fundraiser ticket, and/or
3. an in-kind contribution was to the two other candidate committees.

The potential concerns for the candidate committees of Mark Meadows for City Council and Friends of Steve Ross are that:
1. there was failure to properly include an identifying statement on the campaign literature,
2. one candidate committee or both accepted a contribution from another candidate committee in excess of a $100.00 in the form of a fundraiser ticket, and/or
3. one candidate committee or both accepted a loan from another candidate committee.
For your convenience, I have enclosed a copy of each Statement of Organization and amended Statement of Organization (if applicable) for all candidate committee referenced above.

Also enclosed, please find a copy of the literature for which I received the complaint.

Please feel free to contact me if I may be of any assistance.

Sincerely,

Barb Byrum
Ingham County Clerk

Enclosures

cc: Erik Altmann
    Mark Meadows
    Steve Ross
October 30, 2015

Michigan Department of State
Bureau of Elections
Richard H. Austin Building – 1st Floor
430 West Allegan Street
Lansing, Michigan 48918

To Whom It May Concern:

On October 30, 2015, I received a complaint that campaign literature was disseminated on behalf of three candidates for election to the East Lansing City Council, those candidates being Erik Altmann, Mark Meadows, and Steve Ross.

In order to determine if the candidate committees organized in support of said candidates are in violation of the Michigan Campaign Finance Act, specifically MCL § 169.244(2) and MCL § 169.247(1), the literature stated that only one candidate committee—Friends of Erik Altmann—was financially responsible for its production and dissemination.

The potential concerns with regard to Friends of Erik Altmann are that:

(1) a loan was granted to the two other candidate committees—Mark Meadows for City Council and Friends of Steve Ross,
(2) a contribution was made to the two other candidate committees in excess of $100.00 in the form of a fundraiser ticket, and/or
(3) an in-kind contribution was made to the two other candidate committees.

The potential concerns for the candidate committees of Mark Meadows for City Council and Friends of Steve Ross are that:

(1) there was failure to properly include an identifying statement on the campaign literature,
(2) one candidate committee or both accepted a contribution from another candidate committee in excess of a $100.00 in the form of a fundraiser ticket, and/or
(3) one candidate committee or both accepted a loan from another candidate committee.

Moreover, there could be potential concerns raised during the course of the Michigan Department of State’s investigation into this matter.
For your convenience, I have enclosed a copy of each Statement of Organization and Amended Statement of Organization (if applicable) for each candidate committee referenced above.

Also enclosed, please find a copy of the literature for which I received the complaint.

Please feel free to contact me if I may be of any assistance.

Sincerely,

Barb Byrum
Ingham County Clerk

Enclosures

cc: Erik Altmann
Mark Meadows
Steve Ross
**STATEMENT OF ORGANIZATION FORM FOR CANDIDATE COMMITTEE**

1. Committee ID #: 46531

2. Type of Filing: Original

3. Full Name of Committee (must include Candidate's first and last name):
   - Friends of Erik Altmann

4a. Candidate Full Name: Last Name Altmann
   - First Name Erik

4b. Political Party (If applicable):

4c. County of Residence: INGHAM

4d. Office Sought: Board Member - Local

5. Date Committee was Formed: 4/21/14

6a. Committee Phone: 817-827-8569

6b. Committee Fax #: 817-827-8569

6c. Committee Email Address: ea48822@gmail.com

6d. Committee Website Address: 

7a. Complete Committee Mailing Address (May be PO Box):
   - 702 Snyder Rd, East Lansing, MI 48823

7b. Complete Committee Street Address (May not be PO Box):
   - 702 Snyder Rd, East Lansing, MI 48823

8. Treasurer Name and Complete Address:
   - Altmann, Erik M., 702 Snyder Rd, East Lansing, MI 48823

   Phone #: 817-827-8569

   Email Address: ema48822@gmail.com

9. Designated Record Keeper Name and Complete Address:

   Phone #: 

   Email Address: 

**10. REPORTING WAIVER REQUEST:**

☐ Yes, I/We WANT TO APPLY FOR THE REPORTING WAIVER. The committee does not expect to receive or expend in excess of $1,000 in any election.

☐ No, I/We DO NOT WANT TO APPLY FOR THE REPORTING WAIVER. The committee expects to receive or expend in excess of $1,000 in any election.

I/We understand that if the committee does not spend or receive in excess of $1,000 in an election, the committee does not owe Pre, Post, Quarterly and Annual Campaign Statements. I/We further understand that the Reporting Waiver will be automatically lost if the committee exceeds the $1,000 threshold and all required campaign statements must be filed. A Reporting Waiver does not exempt a committee from filing late Contribution Reports.

11. Treasurers Name and Address of Depositories or Intended Depositories of Committee Funds:

   - Michigan Bank, Credit Union or Savings & Loan Association

   While this item must be completed, an account does not have to be opened until the first contribution is received.

   - Official Depository (name and address): MSU Federal Credit Union, 3777 West Rd., East Lansing, MI 48823

   Secondary Depository (name and address):

12. This Item applies only to Gubernatorial Candidate Committees: Check if this committee intends to seek qualifying contributions or make qualifying expenditures.

13. ELECTRONIC FILING: This item applies to committees that file with the Michigan Department of State Bureau of Elections only and does not apply to Candidate Committees that file with the County Clerk's office.

☐ Committee spent or received or expects to spend or receive in excess of $5,000 and is required to file electronically.

☐ Committee did not spend or receive or does not expect to spend or receive in excess of $5,000 and would like to file electronically voluntarily.

   Further information regarding Electronic Filing can be found in Appendix D of the Committee Manual.

14. Verification: I/We certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate and complete to the best of my/our knowledge or belief. If filing electronically, we further agree that the signatures below shall serve as the signatures that verify the accuracy and completeness of each statement filed electronically by the committee. I/We certify that all reasonable diligence will be used in the preparation of each statement filed electronically by this committee and that the contents of each statement will be true, accurate and complete to the best of my/our knowledge or belief. (Sign Name and Date)

   **Candidate**

   **Date:** 4/21/15

   **Current Treasurer**

   **Date:** 4/21/15
<table>
<thead>
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<th>Field</th>
<th>Information</th>
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<tbody>
<tr>
<td>1. Committee ID #</td>
<td>14653</td>
</tr>
<tr>
<td>2. Type of Filing</td>
<td>Original</td>
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<tr>
<td>3. Full Name of Committee (must include Candidate's first and last name):</td>
<td>Friends of Erik Altmanen</td>
</tr>
<tr>
<td>4a. Candidate Full Name: Last Name</td>
<td>First Name</td>
</tr>
<tr>
<td>4b. Political Party (if applicable):</td>
<td></td>
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<tr>
<td>4c. County of Residence:</td>
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<td>4d. Office Sought:</td>
<td>East Lansing City Council</td>
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<td>4e. District/Circuit # or Jurisdiction:</td>
<td></td>
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<tr>
<td>5. Date Committee was Formed:</td>
<td>1/22/15</td>
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<tr>
<td>6a. Committee Phone:</td>
<td></td>
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<tr>
<td>6b. Committee Fax #:</td>
<td></td>
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<tr>
<td>6c. Committee Email Address:</td>
<td></td>
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<td>8. Treasurer Name and Complete Address:</td>
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<td>Phone #:</td>
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<td>Email Address:</td>
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<td>10. Reporting Waiver Request:</td>
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</tr>
<tr>
<td>YES, I/WAIVE WANT TO APPLY FOR THE REPORTING WAIVER. The committee does not expect to receive or spend in excess of $1,000 in a ( \checkmark )</td>
<td></td>
</tr>
<tr>
<td>NO, I/WAIVE DO NOT WANT TO APPLY FOR THE REPORTING WAIVER. The committee expects to receive or spend in excess of $1,000 in an election. ( \checkmark )</td>
<td></td>
</tr>
<tr>
<td>11. Name and Address of Depository or Intended Depository of committee funds. (Michigan Bank, Credit Union or Savings &amp; Loan Association) While this item must be completed, an account does not have to be opened until the first contribution is received.</td>
<td></td>
</tr>
<tr>
<td>12. This item applies only to Gubernatorial Candidate Committees: Check if this committee intends to seek qualifying contributions or make qualifying expenditures.</td>
<td></td>
</tr>
<tr>
<td>13. Electronic Filing: This Item applies to committees that file with the Michigan Department of State Bureau of Elections only and does not apply to Candidate Committees that file with the County Clerk's office.</td>
<td></td>
</tr>
<tr>
<td>Committee spent or received or expects to spend or receive in excess of $5,000 and is required to file electronically.</td>
<td></td>
</tr>
<tr>
<td>Committee did not spend or receive or does not expect to spend or receive in excess of $5,000 and would like to file electronically voluntarily.</td>
<td></td>
</tr>
<tr>
<td>Further Information regarding Electronic Filing can be found in Appendix D of the Committee Manual.</td>
<td></td>
</tr>
<tr>
<td>Verification: I/WWe certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate and complete to the best of my/our knowledge and belief. If filing electronically, we further agree that the signatures below shall serve as the signatures that verify the accuracy and completeness of each statement filed electronically by the committee. I/WWe certify that all reasonable diligence will be used in the preparation of each statement electronically filed by this committee and that the contents of each statement will be true, accurate and complete to the best of my/our knowledge and belief. (Sign Name and Date)</td>
<td></td>
</tr>
<tr>
<td>Designated Record Keeper (Required only if filing electronically)</td>
<td></td>
</tr>
</tbody>
</table>
**Committee ID #: 48834**

**Type of Filing:** Original

**Amendment to Items:** None

**Effective Date:** 4/20/15

---

**Name of Committee:**

- Last Name: Altmann
- First Name: Erik

**Political Party:**

- Other: None

**County of Residence:**

- Acre: None

**District/Circuit:**

- None

**Date Committee was Formed:**

- None

**Committee Phone:**

- None

**Committee Fax:**

- None

**Committee Email Address:**

- None

**Complete Committee Mailing Address (May be PO Box):**

- None

**Complete Committee Street Address (May be PO Box):**

- None

**Treasurer Name and Complete Address:**

- Name: Altmann, Erik
- Address: 702 Snyder Blvd, East Lansing, MI 48823
- Phone: (517) 827-8569
- Email: ea48823@gmail.com

**Designated Record Keeper Name and Complete Address:**

- None

---

**Reporting WAIVER REQUEST:**

- Yes: Yes
- No: No

**Reminder:**

- For the first contribution is received.

**Name and Address of Depository:**

- None

**Official Depository (name and address):**

- None

---

**ELECTRONIC FILING:**

- Yes: Yes
- No: No

**Committee spent or received or expects to spend or receive in excess of $5,000 in required to file electronically:**

- Yes: No
- No: Yes

---

**Verifications:**

- Yes: Yes
- No: No

**Certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate, and complete to the best of my knowledge or belief. If filing electronically, we further agree that the signatures below shall serve as the signatures that verify the accuracy and completeness of each statement filed electronically by the committee.**

**Date:** 4/21/15

---

**Designated Record Keeper:**

- Date: 4/21/15

---
**Committee ID #:**

**Type of Filing:**
- Original
- Amendment to Items

**Candidate Full Name:**
- First Name: Mark
- Last Name: Meadows

**Political Party:**
- Ingham

**Office Sought:**
- East Lansing City Council

**Data Committee was Formed:**
- 07/20/2015

**Committee Phone:**
- (917) 282-0306

**Committee Email Address:**
- m1831t@mcm.com

**Committee Website:**
- 6b. Committee Fax #: 6d. Committee Website Address:

**Complete Committee Mailing Address (May be PO Box):**
- PO Box 4991, East Lansing, MI, 48823

**Complete Committee Street Address (May not be PO Box):**
- 244 Lexington Avenue, East Lansing, MI, 48823

**Treasurer Name and Complete Address:**
- Michael J. Moquin, 8161 Cottage Drive, Haslett, MI, 48840

**Designated Record Keeper Name and Complete Address:**
- Daniel Poesmer, 1804 Shearbrook Way, Haslett, MI, 48840

**Phone #:**
- (917) 282-0303

**Email Address:**
- m1831t@mcm.com

danielpoesmer@gmail.com

**REPORTING WAIVER REQUEST:**
- Yes, I/we WANT to APPLY for the Reporting Waiver.

**Signature:**
- Signed by the Designated Record Keeper

**Date:**
- 7-23-15

**Designated Record Keeper:**
- Michael J. Moquin

**Date:**
- 7-23-15

---

**Filing Date:**
- JUI 27 2015
<table>
<thead>
<tr>
<th>1. Committee ID #:</th>
<th>486622</th>
<th>2. Type of Filings:</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Original</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amendment to Items: 7b</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Full Name of Committee (must include Candidate's First and Last Name):**
Mark Galles for City Council

**Candidate Full Name:** Last Name

**First Name:** M.J.

**Political Party:** (If applicable):

**Office Sought:**

**County of Residence:**

**District/Circuit or Jurisdiction:**

**Date Committee was Formed:**

**Committee Phone:**

**Committee Email Address:**

**Committee Website Address:**

**Complete Committee Mailing Address (May be PO Box):**
660 W. Michigan Ave. Lansing MI 48933

**Complete Committee Street Address (May not be PO Box):**

**Treasurer Name and Complete Address:**

**Designated Record Keeper Name:**

**Email Address:**

**Designated Record Keeper Phone:**

**Designated Record Keeper Email Address:**

**Certification:**

**REPORTING WAIVER REQUEST:**

**YES,** I WANT TO APPLY FOR THE REPORTING WAIVER. The committee does not expect to receive or expend in excess of $1,000 in an election.

**NO,** I DO NOT WANT TO APPLY FOR THE REPORTING WAIVER. The committee expects to receive or expend in excess of $1,500 in an election.

**Official Depository (Name and address):**

**Secondary Depository (Name and address):**

**Electronic Filing:** This item applies only to Governor or Lieutenant Governor Committees:

**Committee spent or received or expects to spend or receive in excess of $5,000 and is required to file electronically.**

**Verifiers:**

**Date:** 1/15/15

**Current Treasurer:**

**Date:** 1/15/15

**Designated Record Keeper:** (Required only if filing electronically)

**Date:**

---

CPL 9-1/2016: Authority granted under Act 887 of 1975, as emended * Required Field on Originals
STATEMENT OF ORGANIZATION FORM FOR CANDIDATE COMMITTEES

1. Committee ID #: ___________________________
   *2. Type of Filing: Original
      [ ] Amendment to Name: ___________________
      [ ] Date: ___________________________

   *3. Full Name of Committee (must include Candidate's first and last name):
      Friends of Shanna Ross

   *4a. Candidate Full Name: Shanna Ross
      [ ] First Name: Shanna
      [ ] Last Name: Ross

   *4b. Political Party (if applicable): ___________________________

   *4c. County of Residence: INGHAM

   *4d. Office Sought: East Lansing City Council

   *4e. District/Circuit or Jurisdiction: East Lansing

   *5. Date Committee was Formed: 03/26/2015

   *6a. Committee Phone: (734) 881-4175

   *6b. Committee Fax: ___________________________

   *6c. Committee Website Address: www.steverossforeastlansing.org

   *7a. Complete Committee Mailing Address (may be PO Box):
      1187 Presscott Drive, East Lansing, MI 48823

   *7b. Complete Committee Street Address (may not be PO Box):
      1187 Presscott Drive, East Lansing, MI 48823

   *8. Treasurer: Name and Complete Address:
      Penelope Tournaghi, 1187 Presscott Drive, East Lansing, MI 48823
      Phone: (517) 974-6836
      [ ] Email Address: pturnaghi@msn.com

   *9a. Designated Record Keeper Name and Complete Address:
      Penelope Tournaghi, 1187 Presscott Drive, East Lansing, MI 48823
      Phone: (517) 974-6836
      [ ] Email Address: pturnaghi@msn.com

   *10. REPORTING WAIVER REQUEST:
      YES, WE WANT TO APPLY FOR THE REPORTING WAIVER. The committee does not expect to receive or spend in excess of $15,000 in an election.
      I/We understand that if the committee does not spend or receive in excess of $15,000 in an election, the committee does not owe Pro, Post, Quarterly and Annual Campaign Statements. I/We further understand that the Reporting Waiver will be automatically lost if the committee exceeds the $15,000 threshold and all required campaign statements must be filed. A Reporting Waiver does not exempt a committee from filing Late Contribution/Expenditure Reports.

      NO, I/We DO NOT WANT TO APPLY FOR THE REPORTING WAIVER. The committee expects to receive or spend in excess of $15,000 in an election.
      I/We understand that the committee owes Pro, Post, Quarterly and Annual Campaign Statements even if the committee does not spend or receive in excess of $15,000 in an election. I further understand that the Reporting Waiver cannot be requested retroactively to avoid filing requirements and to avoid paying any late filing fees. Further information regarding Reporting Waivers can be found in Appendix C of the Committee Manual.

   *11. Name and Addresses of Depositaries or Intended Depositaries of committee funds: Michigan Bank, Credit Union or Savings & Loan Association. While this list must be completed, an account does not have to be opened until the first contribution is received.
      *Official Depositary (name and address): INGHDPCU, 833 East Grand River Avenue, East Lansing, MI 48823
      Secondary Depositary (name and address): ___________________________

   *12. This item applies only to the treasurer/Candidate Committees: Check if this committee intends to seek qualifying contributions or make qualifying expenditures.

   13. ELECTRONIC FILING: This item applies to committees that file with the Michigan Department of State Bureau of Elections only and not apply to Candidate Committees that file with the County Clerk's office.
      [ ] Committees spent or received or expects to spend or receive in excess of $5,000 and is required to file electronically.
      [ ] Committees did not spend or receive or does not expect to spend or receive in excess of $5,000 and would like to file electronically voluntarily.
      Further information regarding Electronic Filing can be found in Appendix D of the Committee Manual.

   14. Verify/Electronic: I/We certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate and complete to the best of my/our knowledge or belief. If filing electronically, we further agree that the signatures below shall serve as the signatures that verify the accuracy and completeness of each statement filed electronically by the committee. I/We certify that all reasonable diligence was used in the preparation of the above statement filed electronically by this committee and that the contents of each statement will be true, accurate and complete to the best of my/our knowledge or belief. (Sign Name and Date)

   [ ] Candidate: ___________________________
      [ ] Designated Record Keeper (Required only if filing electronically)
      [ ] Date: 03/25/2015

   [ ] Current Treasurer: ___________________________
      [ ] Date: 03/25/2015

   [ ] Secretary: ___________________________
      [ ] Date: 03/25/2015

   [ ] Designated Record Keeper (Required only if filing electronically)
      [ ] Date: ___________________________

   ** = Required Field on Originals
October 28, 2015

Dear Neighbor,

It looks like I've made some powerful people angry.

A few days ago, you probably received a political mailer attacking me and making all kinds of crazy accusations. (If you want the facts behind the "facts," please check ErikAltmann.com, or call me at 517-927-8589.)

The mailer came from the Lansing Regional Chamber of Commerce. The Chamber is pouring record-shattering amounts of money into our City Council race. What's in it for them? And why'd they go after me?

It was a business decision. Developers got $5 million in subsidies from the East Lansing City Council in the past year alone. Even if they have to spend $50,000 for a new City Council majority for the next two years, that's still pennies on the dollar.

And they know I want to make better use of our tax dollars. We need to fix our roads and sewers and parks and playgrounds, and meet our pension obligations to the city's retirees—but that means an end to needless tax giveaways to big business.

And that's why the Chamber is mad. Mad enough to send a lot of junk mail before the election is over.

What they don't get is that our community doesn't like outsiders trying to buy our elections so they can help themselves to our taxes. Some of the other City Council candidates don't like it either. Mark Meadows and Steve Ross have both publicly denounced the Chamber's actions.

Let's send a message that East Lansing is not for sale. On November 3rd, vote for Erik Altmann, Mark Meadows, and Steve Ross for East Lansing City Council.

Erik

Paid for by Friends of Erik Altmann * 702 Snyder Road, East Lansing, MI 48823

Printed in house
Thanks, Barb.

May I ask who filed the original complaint or will my attorney need to file a FOIA with your office for this information?

Also, I am interested in understanding the process regarding how you handle complaints and choose which get forwarded to the state and which do not. Is there a policy in place you could forward on or is it discretionary?

Thanks!

Steve

On Oct 30, 2015 12:07 PM, "Byrum, Barb" <BByrum@ingham.org> wrote:

Mark, Erik & Steve,

Heads up, I received a complaint, last night, and have sent this letter to the Secretary of State in regards.

Sincerely,

Barb Byrum

Ingham County Clerk

517-676-7201
Byrum, Barb

From: Byrum, Barb
Sent: Friday, October 30, 2015 12:49 PM
To: ‘Steve Ross’; Mark Meadows
Cc: Erik Altmann; Sîtes, Robin
Subject: RE: FW: Message from KM_454e
Attachments: ScannedAltmannMeadowsRossComplaint.pdf

Steve and Mark,

Thank you for your response email messages.

I have not made it a practice to release the names of individuals who files complaints my office. However, attached, please find the complaint with the personal information of the complainant redacted.

I investigate all complaints filed with my office.

If I am of the opinion that a violation had been made under Michigan Campaign Finance Act, I forward that complaint to the Secretary of State.

If I am of the opinion that a violation had not been made under Michigan Campaign Finance Act, I decline forwarding it to the Secretary of State, but direct the complainant how to file such a complaint themselves.


Please feel free to contact me if I may be of additional assistance.

Sincerely,
Barb Byrum
Ingham County Clerk
517-676-7201

From: Steve Ross
Sent: Friday, October 30, 2015 12:27 PM
To: Byrum, Barb
Cc: Erik Altmann; Sîtes, Robin; Mark Meadows
Subject: Re: FW: Message from KM_454e

Thanks, Barb.

May I ask who filed the original complaint or will my attorney need to file a FOIA with your office for this information?

Also, I am interested in understanding the process regarding how you handle complaints and choose which get forwarded to the state and which do not. Is there a policy in place you could forward on or is it discretionary?

Thanks!
Barb, you forgot to attach the complaint. Please send it so I can review.

Mark

-----Original Message-----
From: Byrum, Barb <BByrum@ingham.org>
To: 'name withheld' <name withheld>; 'Steve Ross'
Cc: Slides, Robin <RSlides@ingham.org>
Sent: Fri, Oct 30, 2015 12:07 pm
Subject: FW: Message from KM_454e

Mark, Erik & Steve,

Heads up, I received a complaint, last night, and have sent this letter to the Secretary of State in regards.

Sincerely,

Barb Byrum
Ingham County Clerk
517-676-7201

From: clk@ingham.org [mailto:clk@ingham.org]
Sent: Friday, October 30, 2015 12:08 PM
To: Byrum, Barb
Subject: Message from KM_454e
Steve

On Oct 30, 2015 12:07 PM, "Byrum, Barb" <BBryum@ingham.org> wrote:

Mark, Erik & Steve,

Heads up, I received a complaint, last night, and have sent this letter to the Secretary of State in regards.

Sincerely,

*Barb Byrum*

Ingham County Clerk

517-676-7201

*From: clk@ingham.org [mailto:clk@ingham.org]*
*Sent: Friday, October 30, 2015 12:08 PM*
*To: Byrum, Barb*
*Subject: Message from KM_454e*
Clerk Byrum,

I received a copy of the attached mailing today from Erik Altmann. The last sentence is a blatant violation of campaign finance law. Mr. Altmann has made a sizable, illegal contribution to the campaigns of Steve Ross and Mark Meadows.

Please investigate this violation and take appropriate action.
Dear Neighbor,

It looks like I've made some powerful enemies.

A few days ago, you probably received a political mailing attacking me and making all kinds of crazy accusations. (If you want the facts behind the “facts,” please check ErinAltmann.com. Or call me at 517-927-5589.)

The mailing came from the Lansing Regional Chamber of Commerce. The Chamber is pouring record-shattering amounts of money into our City Council race. What's in it for the patrons of the Chamber?

It was a business decision. Developers got $5 million in subsidies from the East Lansing City Council in the past year along with a tax break and $30 million for food safety. The City Council majority for the next two years—still the same people.

And they want to internalize the City's infrastructure. We need to think about streetlights and sewers and parks and playfields and other amenities to the city’s residents, but that’s not on the agenda. These people seem to be all business.

And guess what? The Chamber is mad. They won’t send a fax (or just mail it before the deadline, ever).

I can’t get through the phone. I can’t fill out a form. I can’t vote early. I can’t vote by mail. The mail is all junk mail. The Chamber is the center of our city’s government.

Let’s send a message. East Lansing is not for sale. We’re not interested in brothers. Altmann, Mark Meadows, and Steve Rost in East Lansing City Council.

Put it by end of this week. I don’t want to talk about it again.

Sincerely,

[Signature]
Dear Barb,

You referred below to an investigation. Meadows said you never contacted him. Of what did your investigation consist?

Why are you withholding the name of the complainant?

Do you see any conflict of interest between this role/action and your endorsement of and donation to opponents to these candidates?

Thanks.

Alice

Alice Dreger for East Lansing Info

-----Original Message-----
From: Byrum, Barb <BByrum@ingham.org>
To: 'Steve Ross' <SteveRoss@ingham.org>; Mark Meadows
Cc: Erik Altmann <EAltmann@ingham.org>; Stites, Robin <RStites@ingham.org>
Sent: Fri, Oct 30, 2015 12:49 pm
Subject: RE: FW: Message from KM_454e

Steve and Mark,

Thank you for your response email messages.

I have not made it a practice to release the names of individuals who files complaints my office. However, attached, please find the complaint with the personal information of the complainant redacted.

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If I am of the opinion that a violation had not been made under Michigan Campaign Finance Act, I decline forwarding it to the Secretary of State, but direct the complainant how to file such a complaint themselves.

Please feel free to contact me if I may be of additional assistance.

Sincerely,

*Barb Byrum*

Ingham County Clerk

517-676-7201
Jennifer Shuster  
Chief Deputy County Clerk  
Ingham County Clerk’s Office  
(517) 676-7204  

From: Alice Dreger [mailto:publisher@eastlansinginfo.org]  
Sent: Thursday, October 29, 2015 10:31 AM  
To: publisher@eastlansinginfo.org  
Subject: new article up  

Thanks for your assistance.  

http://www.eastlansinginfo.org/content/attack-ad-fallout-continues  

Alice Dreger  
publisher@eastlansinginfo.org  

East Lansing Info  
eastlansinginfo.org  
News of the people, by the people, and for the people of East Lansing  
a registered 501(c)(3) nonprofit
Dear Barb,

You referred below to an investigation. Meadows said you never contacted him. Of what did your investigation consist?

Why are you withholding the name of the complainant?

Do you see any conflict of interest between this role/action and your endorsement of and donation to opponents to these candidates?

Thanks.

Alice

Alice Dreger for East Lansing Info

-----Original Message-----
From: Byrum, Barb <Byrum@ingham.org>
To: 'Steve Ross' <Sross@ingham.org>, Mark Meadows <Meadows@detroit LEGAL>, Erik Altmann <EAltmann@ingham.org>, Stites, Robin <RStites@ingham.org>
Cc:
Sent: Fri, Oct 30, 2015 12:49 pm
Subject: RE: FW: Message from KM_454e

Steve and Mark,

Thank you for your response email messages.

I have not made it a practice to release the names of individuals who files complaints my office. However, attached, please find the complaint with the personal information of the complainant redacted.

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If I am of the opinion that a violation had not been made under Michigan Campaign Finance Act, I decline forwarding it to the Secretary of State, but direct the complainant how to file such a complaint themselves.

Please feel free to contact me if I may be of additional assistance.

Sincerely,

*Barb Byrum*

Ingham County Clerk

517-676-7201
Mr. Meadows,

Please be advised that the Ingham County FOIA Coordinator has received a request for this email, attachment and your personal information.

Your name will be shared but your email address will be redacted as that is the policy of Ingham County.

I am terribly sorry for this but must comply with the Freedom of Information Act (FOIA).

Please feel free to contact me if I may be of any assistance.

Sincerely,

Barb Byrum
Ingham County Clerk
517-676-7201

Clerk Byrum,

I received a copy of the attached mailing today from Erik Altmann. The last sentence is a blatant violation of campaign finance law. Mr. Altmann has made a sizable, illegal contribution to the campaigns of Steve Ross and Mark Meadows.

Please investigate this violation and take appropriate action.

Steve Meadows
For your reading enjoyment...

>>> On 11/3/15 at 12:25 PM, in message <5638B8BB.9707.00F1.0@cityofeastlansing.com>, city council wrote:
forward from council account

East Lansing e-news is just a click away. Sign up to receive East Lansing's Dialog e-newsletter and other e-publications. Just visit http://www.cityofeastlansing.com/news today!
Forgot to mention that it is now posted on the ACLU site with this caption:

"My letter to the City Clerk after another voter suppression incident in East Lansing today. It never ends. Intimidation at the polls."

>>> On 11/3/15 at 1:38 PM, in message <5638BAD9.9707.00F1.0@cityofeastlansing.com>, Marie Wicks wrote:
For your reading enjoyment...

>>> On 11/3/15 at 12:25 PM, in message <5638BAD9.9707.00F1.0@cityofeastlansing.com>, city council wrote:
forward from council account

---

East Lansing e-news is just a click away. Sign up to receive East Lansing's Dialog e-newsletter and other e-publications. Just visit http://www.cityofeastlansing.com/news today!
Dear Marie:

I am sending this email as a follow-up to the phone call I made to your office a few minutes ago. Thanks for taking the time to chat with me and agree that a photo ID is not required to vote in East Lansing.

For the second time in a row, I've been told by EL poll workers (last year at Bailey school, today at Edgewood Church Precinct 9—East Bailey), that picture identification was required to vote. The message from the man today working the polls (50-60 years old, white male, glasses) was that I would not be given a ballot without an ID. I informed him several times that was not the law, I did not possess my ID, and that I signed and completely filled out the affidavit and all required forms to vote. Finally, after much argument and his continuous insistence that I be denied the right to vote, which is ridiculous and frustrating, I was finally given a ballot to vote by other poll workers whom either know or were persuaded as to what the actual law is. Your phone number was also provided to call in the election area but once given the ballot I waited to call you from outside.

Both of these men were very aggressive and determined to deny me the right to vote. I wonder how many others have been intimidated off from the polls or denied the right to vote based on either an innocent misunderstanding of the law or a purposeful intent to suppress the vote. A less assertive or less knowledgeable person who is not versed in the intricacies of election and constitutional law may not be so able to assert their right to vote. I don't know how widespread it is but I can deduce I'm not the only one. Clearly more training and education of poll workers is required on this point.

I am very concerned whether my vote will actually be counted in today's important election, and not discarded (although it is hard to forget that your office once claimed that I didn't sign a petition that I not only clearly signed but circulated- akin to a vote by me). The sanctity of the vote is important and I appreciate the orderly management of this election. Confidence in East Lansing government may be at an all time low. No justification exists for this conduct. If anyone were to ever attempt to fraudulently cast a vote on my behalf I would take that offense very seriously, and since that is highly improbable, the enforcement of imaginary voting requirements is even more troubling in this instance.

I am not pleased that it appears East Lansing poll workers are ignorant of the voting laws and are discouraging voting by using bogus arguments at the polls. Again it's happened to me twice. It is completely unacceptable and I hope your office takes steps to rectify this situation so that it never happens in the future. East Lansing should be a welcoming place for all and voting should be encouraged. I trust you will take this complaint seriously and assure all poll workers share that vision.

Regards,
This e-mail may contain a communication protected by a legal privilege including attorney-client or attorney-work product or may be confidential. If you do not expect such a communication from the sender, please delete this message without reading it or any attachment, and then notify sender at jah@consumerpractice.com of the inadvertent miscommunication.

FOR SETTLEMENT PURPOSES ONLY: This transmittal constitutes a Compromise or Offer to Compromise and is privileged and confidential communication under the Federal Rules of Evidence Rule 408 and all appropriate and corresponding state rules of evidence.

DISCLOSURE UNDER TREASURY CIRCULAR 230: To ensure compliance with requirements imposed by the IRS, we inform you that, unless specifically indicated otherwise, any tax advice contained in this communication (including any attachments) is not intended or written to be used, and cannot be used, for the purpose of (i) avoiding tax-related penalties under the Internal Revenue Code, or (ii) promoting, marketing or recommending to another party any tax-related matter addressed herein.
WHEREAS, the County Attorney issued an Attorney/Client privileged legal opinion regarding Policy and Procedure Review on November 24, 2015; and

WHEREAS, the County Services Committee is requesting the release of the Attorney/Client privileged communication; and

WHEREAS, the County Attorney believes the release of this opinion would not have a negative effect on pending litigation or other legal matters; and

WHEREAS, the County Services Committee recommends that this opinion be released.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the release of the Attorney/Client privileged legal opinion from Cohl, Stoker & Toskey, P.C., dated November 24, 2015, regarding Policy and Procedure Review – 410 Grant Approval Process; 411 Claims Processing Procedure; 412 Purchasing Procedures; 412A Authorization to Enter into a Contract Form; 414 Procurement Card; 414A Procurement Card Agreement Form; 415 Disposal of Surplus Property; 416 Contract Procedures; and Ethics Policy.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None
Absent: None
Approved 12/1/15
WHEREAS, Kevin Tobe has spent his entire teaching career at Haslett High School in Ingham County where he teaches regular and advanced math classes, serves as department chair, mentors new teachers through the Teachers Leading Teachers program, and coaches basketball and track; and

WHEREAS, Mr. Tobe was recently recognized as a recipient of the prestigious Milken Family Foundation’s National Educator Award – nicknamed the “Oscars of Education” – and is one of only 40 secondary teachers nationwide so honored this year; and

WHEREAS, Mr. Tobe is the only teacher in Michigan to receive the Milken National Award this year and was selected by a blue-ribbon committee appointed by the Michigan Department of Education which recommended him to the Milken Foundation Board; and

WHEREAS, Michigan School Superintendent Brian Whiston has publicly praised Mr. Tobe’s instructional practices as exemplary for his engaging and inspiring manner with students and for making learning fun while allowing students to succeed at their own pace; and

WHEREAS, Mr. Tobe has directly taught more than 1,500 students in his 18 years at Haslett High and is held in high regard by many more for his ability to relate to students, create exciting, motivating and rigorous lessons, and exhibit a positive demeanor while remaining steadfast in his belief that all students can succeed.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors Mr. Tobe for bringing affirming national attention to the Haslett, Ingham County and Michigan educational communities.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners appreciates the critical role Mr. Tobe has played in educating our youth and helping them to take control of their futures, and we hereby wish him continued success and many more gratifying years in his educational career.

COUNTY SERVICES:  Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None    Absent: None    Approved 12/01/15
Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS
FOR THE INGHAM COUNTY ROAD DEPARTMENT

RESOLUTION # 15 -

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated November 17, 2015 as submitted.

COUNTY SERVICES:  Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville  
Nays: None  Absent: None  Approved 12/01/15
<table>
<thead>
<tr>
<th>R/W PERMIT#</th>
<th>R/W APPLICANT /CONTRACTOR</th>
<th>R/W WORK</th>
<th>R/W LOCATION</th>
<th>R/W CITY/TWP.</th>
<th>R/W SECTION</th>
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<tr>
<td>2015-619</td>
<td>BOSS ENGINEERING</td>
<td>COMMERCIAL DRIVE</td>
<td>BISHOP RD &amp; M-99</td>
<td>DELHI</td>
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<td>2015-620</td>
<td>FRONTIER</td>
<td>CABLE / UG</td>
<td>KINNEVILLE RD &amp; AURELIUS RD</td>
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<td>2015-623</td>
<td>DELHI TOWNSHIP</td>
<td>MANHOLE REPLACEMENT</td>
<td>VARIOUS</td>
<td>DELHI</td>
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<td>2015-626</td>
<td>DTN MANAGEMENT CO</td>
<td>STORM SEWER</td>
<td>HOMER ST &amp; COVINGTON CT</td>
<td>LANSING</td>
<td>11</td>
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<td>2015-628</td>
<td>ENBRIDGE ENERGY</td>
<td>ROAD CLOSURE / CONSTRUCTION</td>
<td>PARMAN RD</td>
<td>BUNKER HILL</td>
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<td>2015-630</td>
<td>CONSUMERS ENERGY</td>
<td>ELECTRIC / OH</td>
<td>TOLES RD &amp; GALE RD</td>
<td>AURELIUS</td>
<td>20</td>
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<td>2015-633</td>
<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>CLINTON ST &amp; ARDMORE AVE</td>
<td>MERIDIAN</td>
<td>21</td>
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</table>
WHEREAS, Dr. Martin Luther King, Jr., a Baptist minister and passionate fighter for civil rights through non-violent action, was a vital personality of the modern era, his lectures and remarks stirred the concern and sparked the conscience of a generation; and

WHEREAS, the movements and marches led by Dr. Martin Luther King, Jr. brought significant changes in the fabric of American life; and

WHEREAS, his courageous and selfless devotion gave people of color and the disenfranchised people direction to thirteen years of civil rights activities, his charismatic leadership inspired men and women, young and old, in the nation and abroad; and

WHEREAS, Dr. King's concept of somebodiness gave black and poor people a new sense of worth and dignity, his philosophy of nonviolent direct action, and his strategies for rational and non-destructive social change, galvanized the conscience of this nation and reordered its priorities; and

WHEREAS, his wisdom, his words, his actions, his commitment, and his dreams for a new cast of life, are intertwined with the American experience; and

WHEREAS, few have had as much impact upon the American consciousness as Dr. Martin Luther King, Jr.; and

WHEREAS, the 18th of January, 2016 has been designated a national holiday in honor of the birthday of the late Dr. Martin Luther King, Jr.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors the memory of Dr. Martin Luther King, Jr. in appreciation of the many accomplishments he made towards improving the quality of life for the citizens throughout the country, particularly those in Ingham County.

BE IT FURTHER RESOLVED, that the citizens of Ingham County are encouraged to celebrate this holiday and join the Board of Commissioners in the celebration of this notable holiday in honoring this great American hero and role model.

COUNTY SERVICES:  Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None  Absent: None  Approved 12/01/15
INTRODUCED BY THE COUNTY SERVICES COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT A WHISTLEBLOWER PROTECTION POLICY

RESOLUTION # 15 -

WHEREAS, Ingham County is committed to providing a safe environment, that is free from retaliation or reprisal, for anyone who, in good faith, suspects and reports wrongdoing by another employee, a board member, a vendor, a contractor or a volunteer; and

WHEREAS, the County Services Committee requested development of a Whistleblower Protection Policy; and

WHEREAS, the County Services Committee has reviewed and discussed the proposed Whistleblower Protection Policy; and

WHEREAS, the proposed Whistleblower Protection Policy has been reviewed by legal counsel.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached Whistleblower Protection Policy.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs that all departments and agencies under the jurisdiction of the Board of Commissioners shall be bound by this personnel policy and work to further the achievement of the stated goals.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None Absent: None Approved 12/01/15
A. PURPOSE AND APPLICABILITY

The policy advises employees, contractors, and volunteers when and how to report wrongdoing and of their protection against reprisal or retaliation for reporting. Any person who has knowledge of, or, in good faith, suspects any wrongdoing regarding services, equipment or supplies within the County financial practices, or violation of the County Ethics Policy should report it internally so that an investigation can be conducted and appropriate action taken. Retaliation or reprisal against anyone for such a report is strictly prohibited.

B. DEFINITION

Wrongdoing: In addition to a violation of Federal or state law, wrongdoing includes violation of County Ethics Policy. Wrongdoing also includes a gross waste of public funds from any source; financial fraud, gross mismanagement of a federal contract or grant; a substantial and specific danger to public health or safety; or a violation of law, rule or regulation related to a federal contract or grant (including the competition for, or negotiation of, a contract or grant).

C. AUTHORITY AND RESPONSIBILITY

The Human Resources Director is responsible for investigating any reports of wrongdoing and monitoring actions for retaliation or reprisal against anyone making such a report. However, if a report relates to the Human Resources Director, in that case the report shall be made to Controller and the Controller shall be responsible for the procedures that would otherwise be assigned to the Human Resources Director under this Policy.

The Controller, in conjunction with the Human Resources Director, is responsible for periodically reviewing this policy and submitting recommended changes to the County Services Committee for approval.

D. PROCEDURE

1. Anyone who becomes aware of or, in good faith, suspects wrongdoing by another employee, a board member, a vendor, a contractor or a volunteer should report it to his or her immediate supervisor; or the Board Coordinator; and the Human Resources Director. If the report concerns the Human Resources Director, it shall be made to the Controller. If the report is related to the Controller, the report shall be made to the Board Chair.

2. An individual making the report may do so by reporting the concern in writing and submitting it to his/her immediate supervisor or the Board Coordinator or the Human Resources Director.
3. The immediate supervisor or the Board Coordinator will report it to the Human Resources Director for follow-up.

4. If the report is made to a County Commissioner or County-wide Elected Official, it will then be reported to the Human Resources Director for follow-up.

5. Alternatively, a message may be left on the Human Resources Department’s main number (517) 887-4327. Anyone making an anonymous report must realize that the Human Resources Department will not be able to ask additional questions of the person reporting nor advise the person of the outcome. The Human Resources Department will attempt to maintain the confidentiality of the person reporting the concern, with the understanding that confidentiality may not be maintained where identification is required by law or in order to enable the County or law enforcement to conduct an adequate investigation or to provide due process to the accused.

6. An individual making the report may voluntarily include his/her union in any of the aforementioned reporting processes.

7. Self-reporting is also encouraged. Anyone who self-reports wrongdoing or a violation of law will be given due consideration in mitigation of any disciplinary action that may be taken.

8. Upon a report of wrongdoing, the Human Resources Department will then conduct an investigation into the allegation to determine the nature, scope, and duration of wrongdoing and share the investigation results with the Controller and Board Coordinator.

9. If the charges are substantiated, then the Human Resources Director will work with the impacted Department Director to develop a plan for correction or impose discipline up to possible discharge.

10. Retaliation or reprisal in any form against anyone who makes a report of wrongdoing, cooperates in an investigation or participates in the compliance program is strictly prohibited. If an employee or a contractor believes that an adverse action in the form of reprisal or retaliation has been taken against him or her as the result of making a report or cooperation in an investigation pursuant to this or any other compliance policy, he or she should report it to the Human Resources Director. Any individual within the County who retaliates against another individual who has reported a violation in good faith or who, in good faith, has cooperated in the investigation of a violation may be subject to discipline, including termination of employment.

11. The Human Resources Director shall maintain a log of all reports of compliance concerns.

12. Anyone reporting a violation must act in good faith, and have reasonable and credible grounds for believing that the information shared in the report indicates that a violation has occurred. Anyone who makes a report of wrongdoing maliciously, frivolously or in bad faith shall be subject to disciplinary action.
13. Ingham County seeks to investigate all non-frivolous claims of wrongdoing internally so that corrective action can be instituted.

14. Ingham County encourages the reporting to the Human Resources Director so that appropriate corrective action can be instituted. However, any person who discovers wrongdoing that is a false claim or statement may report that information to the Department of Justice of the U.S. Attorney by filing a complaint under seal in the court pursuant to the False Claims Act. Any person may otherwise report wrongdoing that constitutes fraud, waste, and abuse in connection with any federal contract or grant to the Human Resources Director.

E. DOCUMENTATION

For additional federal laws on Whistleblower and Retaliation Protections see:
www.dol.gov/compliance/guide/whistle.htm
www.dol.gov/compliance/laws/comp-whistleblower.htm
Michigan Whistleblower Protection Act:

WHEREAS, Constitutional and statutory elected County officials are responsible for adoption of policies and procedures governing their respective offices; and

WHEREAS, Constitutional and statutory elected County officials and their staffs would often benefit from clear rules and the existence of a neutral mechanism for resolving controversy; and

WHEREAS, such conflicts may arise from circumstances which are innocent, unexpected, complicated or ambiguous; and

WHEREAS, Constitutional and statutory elected County officials and their staffs would often benefit from clear rules and the existence of a neutral mechanism for resolving controversy; and

WHEREAS, from time to time circumstances arise which may bring such officials’ public duties into conflict with a private role; and

WHEREAS, public confidence would be well-served by adopting such rules and safeguarding the reputation of Ingham County government.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners requests that each of the Constitutional and statutory elected County officials consider these policies, consider how they might be applied, and asks them to adopt the Ingham County Ethics Policy, Whistleblower Protection Policy, and Standards of Conduct for Ingham County Vendors for application in the administration of their respective offices.

BE IT FURTHER RESOLVED that Ingham County Board of Commissioners requests that each Constitutional and statutory elected County official confirm his/her adoption of the Ingham County Ethics Policy, Whistleblower Protection Policy, and Standards of Conduct for Ingham County Vendors by way of a written and signed statement provided to the Board office.

COUNTY SERVICES:  Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville

Nays: None    Absent: None    Approved 12/01/15
Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING STANDARDS OF CONDUCT FOR INGHAM COUNTY VENDORS

RESOLUTION # 15 -

WHEREAS, the Ingham County Board of Commissioners (“Board”) purchases goods and services from a multitude of vendors and contractors; and

WHEREAS, the Board is committed to ensuring impartiality, transparency, professionalism, equal treatment, and the highest standards of conduct with respect to its relationships with all current and potential County vendors; and

WHEREAS, the Board expects that, as a condition for doing business with the County, all vendors, contractors, and subcontractors conduct their business operations and interactions with County employees ethically; and

WHEREAS, the Board has determined that a clear and concise approach is needed to ensure compliance with appropriate standards of conduct.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached Standards of Conduct for Ingham County Vendors.

BE IT FURTHER RESOLVED, a copy of said Standards of Conduct for Ingham County Vendors shall be incorporated into the County’s vendor registration process so that vendors are fully informed as to the County’s expectations regarding vendor conduct.

BE IT FURTHER RESOLVED, the Purchasing Department shall include in all solicitations and purchase orders, and legal counsel shall include in all contracts, language requiring compliance with the provisions of the Standards of Conduct for Ingham County Vendors.

BE IT FURTHER RESOLVED, that any County vendor found to violate the Standards of Conduct for Ingham County Vendors shall be notified and offered an opportunity to respond. If a violation is found, the Board of Commissioners may preclude further business with that vendor for up to one year or longer.

BE IT FURTHER RESOLVED, that upon effective passage of this resolution, the Board directs the Purchasing Department to issue to all County departments and offices and legal counsel a copy of this resolution.

COUNTY SERVICES:  Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None  Absent: None  Approved 12/01/15
Standards of Conduct for Ingham County Vendors

The County of Ingham conducts business with businesses, vendors and contractors under a set of rules to ensure that all County officials and employees discharge their duties in a manner designed to promote public trust and confidence in our County. The County wants you to be aware of the rules that you and its employees are required to follow. A violation of state or federal statutes may occur if these rules are broken. It is hoped that by providing these rules for you, your experience in dealing with the County will be both rewarding and satisfactory.

Providing Gifts or Gratuities:
Providing gifts or gratuities to employees in consideration for the performance of their duties, or as an appreciation for their performance, is strictly prohibited.

- Do not offer employees any gifts or loans.
- Employees may not receive any fee or compensation for their services from any source other than the County, so do not offer them.
- Buying meals for employees is only permissible during a working lunch or dinner where business is discussed and you are a current contractor (no alcohol). Employees may accept coffee, tea, soft drinks, snacks, etc. when attending meetings in your office.
- Letters to supervisors recognizing exceptional service by County employees are always welcome.

Conflicts of Interest:
- Do not ask employees for any special favor or consideration that is not available to every other citizen.
- Do not ask employees to disclose any information that is not available to every other citizen through normal public information channels unless necessary for the business you are hired for.
- Do not offer to compensate employees by offering to hire, or to do business with any business entity of the employees or their immediate family members.
- Do not ask employees to represent you or your company other than as part of their official duties with the County.
- Do not ask employees to endorse the products or services of your company.
- Do not ask employees to hand out or post advertising materials.

Vendor shall report if the following occurs:

Solicitation by County Employees:
Employees may not solicit gifts, loans, or any other items of value from people doing County business that will be used by them personally.

- If you are asked to pay a fee for services that you believe are improper or illegal, contact the County Controller/Administrator at (517) 676-7203 or Board Coordinator at (517) 676-7200. Employees are prohibited from taking retaliatory action against you for failing to comply with any request unless the request is within the scope of the employee’s official duties for the County.
Use of County Equipment, Facilities and Resources:
Use of County equipment, facilities and resources is authorized only for County purposes.
- Do not ask employees to use County equipment to run errands or perform tasks for your benefit.

Your Rights and Expectations:
When dealing with employees of the County you have the right to honest, fair and impartial treatment. You may expect prompt, courteous and professional service from our employees who are expected to understand and practice good customer service skills. Employees are tasked to uphold the public trust through the ethical performance of their duties. We understand that the enforcement of regulatory guidelines and codes may sometimes be a cause for concern; however, you may rest assured that we are responsible to all of the citizens of Ingham and our goal is to serve them to the best of our ability. Should you have any concerns or questions concerning this information or the conduct of any of our employees, contact the County Controller/Administrator at (517) 676-7203 or Board Coordinator at (517) 676-7200.
Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RELINQUISH JURISDICTION OF FORSBERG DRIVE WEST OF STAGECOACH DRIVE IN AND TO THE WESTERLY BOUNDARY OF THE PONDEROSA SUBDIVISION TO MERIDIAN CHARTER TOWNSHIP

RESOLUTION # 15 -

WHEREAS, the public right of way for Forsberg Drive, west of Stagecoach Drive in, and to the westerly boundary line of, the Ponderosa residential subdivision in section 35 of Meridian Township, was dedicated for public use and recorded as part of the plat for this subdivision in 1965 under the then existing plat statutes of the State of Michigan; and

WHEREAS, a road was never built in the above-mentioned public right of way for Forsberg Drive, (the subject road) in order to await connection to, and construction with, any future road(s) in any future adjoining development per the Road Department’s plat development guidelines and Meridian Township Ordinances (currently Ord No. 2006-03); and

WHEREAS, a petition dated August 15, 2015, for abandonment and discontinuance of the subject road was received from one or more abutting property owners and other nearby residents; and

WHEREAS, in accordance with Michigan Public Act 283 of 1909, MCL 224.18, a public hearing was publicly noticed and held as required therein, at the November 24, 2015 meeting of the Ingham County Board of Commissioners to take public comment on this petitioned abandonment of the subject road; and

WHEREAS, the Board of Trustees of the Charter Township of Meridian passed a Resolution at their November 3, 2015 meeting in support of the petitioned abandonment of the subject road, subject to “reservation of a pedestrian bicycle pathway and emergency pathway connection,” and submitted that resolution to the Ingham County Board of Commissioners; and

WHEREAS, the oral and written public comments received on the petitioned abandonment of the subject road unanimously supported the petition, and furthermore cited concern with pedestrian safety on Stagecoach Drive, whose pavement is only 20 to 22 feet wide and which lacks sidewalks or any other separate pedestrian facility, if the subject road was constructed and connected with the currently proposed development west of the Ponderosa subdivision known as Ember Oaks subdivision, because additional vehicle traffic may thus use Stagecoach Drive as an ingress/egress shortcut to the future Ember Oaks subdivision; and

WHEREAS, upon reviewing the Meridian Township Board of Trustees Resolution and the above-mentioned public comments received, the Road Department finds that the above-mentioned pedestrian safety concerns represent a valid and justifiable reason for an exception to the Road Department’s plat development guidelines and Meridian Township Ordinances as provided for therein (Meridian Township Ord No. 2006-03(3)); and
WHEREAS, the Road Department understands the developer of the above-mentioned Ember Oaks subdivision is willing to change the previously approved preliminary plat for that subdivision to delete the previously proposed connection to the subject road petitioned to be abandoned, and Meridian Township plans to approve this plat change as required under the Michigan Land Division Act, PA 288 of 1967 (Ex. Sess.).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes granting the petitioned abandonment of the Forsberg Drive right of way and relinquishing jurisdiction of the subject road’s platted right of way to the jurisdiction of Meridian Township for the Township purposes stated in the above-mentioned Township Resolution, as provided in MCL 224.18(3), subject to Meridian Township accepting jurisdiction of this subject road right of way, along with any and all future responsibility, maintenance, and liability as may be provided in law for this right of way; and the County shall be thereafter relieved of responsibility for the subject road right of way.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None
Absent: None
Approved 12/01/15
DECEMBER 8, 2015
AGENDA ITEM NO. 10

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT WITH WEBQA
FOR A FOIA MANAGEMENT PROGRAM

RESOLUTION # 15 -

WHEREAS, due to changes in the Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976 and the volume of FOIA requests received by Ingham County, it is necessary to purchase a FOIA Management Program; and

WHEREAS, a web-based FOIA Management Program will provide a more efficient and manageable process to receive, complete, manage and track FOIA requests; and

WHEREAS, this application will serve as a resource for citizens to submit FOIA requests and inquire about the status of their requests on a web-based program; and

WHEREAS, this application will be utilized County-wide to assist in the processing and management of FOIA requests by the Ingham County FOIA Coordinator and FOIA Coordinators within each department, particularly those that receive a large number of requests; and

WHEREAS, the County Purchasing Policy permits foregoing the competitive bidding process where staff determines that utilizing a cooperative contract provides the best value to the County; and

WHEREAS, this purchase will be made piggybacking on the Oakland County, Michigan Contract No. 004527, with an expiration date July 31, 2020, which was the result of a competitive bidding and awarding process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners (Board) hereby authorizes entering into a five-year contract with WebQA, 900 S. Frontage Road, Suite 110, Woodridge, Illinois, 60517, for the purchase of a web-based FOIA Management program for a total not-to exceed amount of $16,940, which includes a one-time set up cost of $5,000, eight redaction licenses for $2,400, and software licenses for $9,540 for 2016.

BE IT FURTHER RESOLVED, that, if needed, the Board authorizes the purchase of additional on-line and on-site training and redaction licenses at the costs quoted in the Oakland County Master Agreement with WebQA, dated August 1, 2015.

BE IT FURTHER RESOLVED, that the funds will be appropriated from the Contingency Fund.

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.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
   Nays: None   Absent: None   Approved 12/01/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
   Nays: None   Absent: Tsernoglou   Approved 12/02/15
RESOLUTION RESCINDING THE 2014 INCREASE IN FUNDING FOR THE REVOLVING DRAIN FUND (FUND 802)

RESOLUTION # 15 -

WHEREAS, the County of Ingham, State of Michigan (the "County"), established a revolving drain fund (the "Revolving Drain Fund," "Fund 802") in 1975 pursuant to Chapter 12 of the Drain Code of 1956 (Act 40, Public Acts of Michigan, 1956, as amended) (the "Drain Code") and appropriated money to the Revolving Drain Fund; and

WHEREAS, the amount attributable to the Revolving Drain Fund was $1,000,000 in 2010; and

WHEREAS, this amount was increased to $7,000,000 in 2014; and

WHEREAS, the Ingham County Drain Commissioner (the "Drain Commissioner") has proposed that the Board of Commissioners rescind the $6,000,000 increase from the Revolving Drain Fund, making the total available balance again $1,000,000; and

WHEREAS, the Drain Commissioner has agreed to continue to pay interest to the general fund on any funds that are borrowed from the Revolving Drain Fund until repaid to the Revolving Drain Fund.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Pursuant to Chapter 12 of the Drain Code, the Ingham County Board of Commissioners shall set the cash advance from the general fund of the County to the Revolving Drain Fund in the amount of $1,000,000.

2. The amount in the Revolving Drain Fund is available for use by the Drain Commissioner as provided in Chapter 12 of the Drain Code. The Drain Commissioner will notify the Financial Services Department of any transfer needed and the funds will be transferred.

3. The County Treasurer shall account for these funds in a separate account or subaccount in the Revolving Drain Fund (the "Account").

4. The Drain Commissioner will pay the County Treasurer interest on any balance withdrawn on the Account. The interest will be paid on a monthly basis using an interest rate determined annually. The interest will be calculated on the outstanding balance of the Account as of the end of each month.

5. The interest rate will be the determined each January at a rate calculated at a rate per annum equal to 150 basis points (1.50%) greater than the yield on a one-year U. S. Treasury obligations (the "Interest Rate"). The Interest Rate shall be based upon the information regarding yields on U. S. Treasury obligations
published in the "Market Data" section of Bloomberg.com, or its successor, or such other source as is mutually agreed by the County Treasurer and the Drain Commissioner.

6. The Drain Commissioner can repay any full or partial portion of the outstanding balance at any time. The Drain Commissioner will notify the Financial Services Department, and the funds will be returned to the Revolving Fund.

7. This arrangement may be rescinded by the Board of Commissioners at the request of either the Drain Commissioner or the County Treasurer, and the $707,500 in cash provided under Resolution 10-159 will be returned to the County's General Fund with the understanding that the Treasurer will provide the Drain Commissioner with ample time to borrow funds from an outside source.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None    Absent: None    Approved 12/01/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None    Absent: Tsernoglou    Approved 12/02/15
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE CONTROLLER/ADMINISTRATOR TO MAKE YEAR END BUDGET ADJUSTMENTS

RESOLUTION # 15 -

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

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

WHEREAS, the Road Department has received an additional $517,120 in unbudgeted funds from the State of Michigan Motor Vehicle Highway (MVH) fund, and $115,492 in Federal Aid funds, and these funds will be used to increase the drain assessment budget and to decrease the budgeted use of fund balance.

THEREFORE BE IT RESOLVED, that the Controller/Administrator is authorized to make necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2015 Ingham County General Fund budget at $80,787,322.

BE IT FURTHER RESOLVED, that the Road Department budget is amended to recognize $517,120 in additional MVH funds, to recognize $115,492 in additional Federal Aid funds, to increase the drain assessment budget by $71,000, and to decrease the budgeted use of fund balance from $1,753,674 to $1,192,062.

COUNTY SERVICES:  Yeas:  Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
    Nays: None    Absent: None    Approved 12/01/15

FINANCE:  Yeas:  Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
    Nays: None    Absent: Tsernoglou    Approved 12/02/15
WHEREAS, the Ingham County Health Care Coalition investigated various plan designs and options for the County’s health care plan for 2016; and

WHEREAS, after finishing its review the Health Care Coalition does not recommend changing the insurance provider for 2016 but the group does recommend continuation of a Health Reimbursement Arrangement (HRA), purchasing higher deductible plan ($5,000 for individual and $10,000 for family plan) for some or all of the employee groups; and

WHEREAS, the Health Care Coalition also recommends that the County purchase additional services from 44 North (formerly Cadillac Insurance Center Benefit Consulting Group (CICBCG)) which will further reduce health insurance rates, including Medtipster for pharmacy generic drugs, Telodoc for 24/7 physician access and a cost transparency program which compares the cost of medical services, consistent with the Agreement between 44 North and Ingham County authorized by Resolution 14-069; and

WHEREAS, the estimated annual cost of providing the HRA and supplemental services totals $400,000 and overall savings of this comprehensive approach to healthcare management is estimated to be between $500,000 and $1 million; and

WHEREAS, employee participation rate will ultimately impact total savings realized through implementation of this comprehensive healthcare management program.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Letters of Understandings regarding the recommendations of the Health Care Coalition for 2016 health insurance options including the implementation of the HRA plan.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to sign the said Letters of Understanding on behalf of Ingham County, contingent upon final approval of the bargaining units.

BE IT FURTHER RESOLVED, that the County will provide the recommended health insurance benefits to the Managerial and Confidential Employees effective January 1, 2016, and that the Managerial/Confidential Personnel Manual shall be amended as necessary to incorporate provisions of the comprehensive healthcare management program.

BE IT FURTHER RESOLVED, that once the total annual savings for the comprehensive healthcare management program is determined, 50 percent of any net savings in health care costs will be dedicated to
reducing employee premium cost share, applied to all employee groups that agree to implement the comprehensive healthcare management program.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a supplemental agreement with 44 North to provide services associated with the comprehensive healthcare management program, consistent with the program description and costs authorized by Resolution #14-069.

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

COUNTY SERVICES:  Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None  Absent: None  Approved 12/01/15

FINANCE:  Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyart
Nays: None  Absent: Tsernoglou  Approved 12/02/15
WHEREAS, the Ingham County primary and secondary Storage Area Network (SAN) has surpassed 80 percent utilization; and

WHEREAS, the SAN storage use has increased and is expected to continue to increase every month with the storage of electronic records and video recording; and

WHEREAS, the current total SAN space on the primary and secondary SAN’s are 172 and 156 Tera Bytes; and

WHEREAS, the additional storage purchase will increase the primary and secondary SAN space to 261.81 and 207.12 Tera Bytes of storage; and

WHEREAS, Avalon Technologies was awarded the SAN bid in 2013 from RFP 28-13 and under a cooperative contract for this purchase is the vendor of choice for purchasing and installation of the expansion to the County’s primary and secondary Disaster Recovery SAN; and

WHEREAS, the total cost for hardware, software, support, and installation is $242,134.00 from Avalon Technologies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the purchase, configuration, installation and support for an expansion of the primary and secondary SAN from Avalon Technologies for a total amount of $242,134, with funds to be allocated from the Innovation and Technology Department’s Networking Hardware fund.

BE IT FURTHER RESOLVED, a study will be conducted to determine current guidelines required for storage so as to free up space in the future, in addition, the study will include policies for data retention and e-mail restriction.

BE IT FURTHER RESOLVED, a Request for Proposal will be conducted for future SAN storage.

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

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
   Nays: None   Absent: None   Approved 12/01/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
   Nays: None   Absent: Tsernoglou   Approved 12/02/15
RESOLUTION TO APPROVE A SECOND PARTY AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND INGHAM COUNTY IN RELATION TO STATE FUNDED BRIDGE PROJECT LOCATED AT MARSH ROAD OVER THE CANADIAN NATIONAL RAILROAD

RESOLUTION # 15 -

WHEREAS, the Ingham County Road Department received Local Bridge Program funding to remove and replace the superstructure of the Marsh Road Bridge over the Canadian National Railroad, per a recommendation by our bridge inspection consultant; and

WHEREAS, the superstructure replacement construction is scheduled to coincide with Haslett’s school summer break starting in June 2016; and

WHEREAS, the PROJECT will be undertaken pursuant to a contract between the State of Michigan/MDOT and the contractor; and

WHEREAS, the County on behalf of the Road Department, in turn, must therefore enter into an associated second party agreement with the State of Michigan/MDOT consistent with state and federal funding requirements; and

The estimated costs for the project are as follows:

State Local Bridge Funding $1,563,500
Road Department Match: $ 82,300
$1,645,800

WHEREAS, the Road Department match is included in the 2016 Road Department budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreement #15-5501 with the State of Michigan/MDOT to effect rehabilitation work on the Marsh Road Bridge over the Canadian National Railroad for a total estimated cost of $1,645,800 consisting of $1,563,500 of state Local Bridge Program funding and $82,300 of Road Department funds.

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.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None Absent: None Approved 12/01/15
FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None  Absent: Tsernoglou  Approved 12/02/15
Introducing by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A BRIDGE ENGINEERING DESIGN SERVICES CONTRACT EXTENSION WITH THE GREAT LAKES ENGINEERING GROUP, LLC FOR THE SOUTHBOUND OKEMOS ROAD BRIDGE REPAIR PROJECT

RESOLUTION # 15 -

WHEREAS, pursuant to Resolution No. 15-075, the County has contracted with Great Lakes Engineering Group, LLC to provide professional engineering services to inspect all aspects of its bridges every two years and report the results to the Michigan State Department of Transportation; and

WHEREAS, during performance of the work, a recent bridge inspection revealed that a number of the southbound Okemos Road bridge’s beams had deteriorated to the point where the bridge inspector recommended that the outside lane be immediately closed to traffic; and

WHEREAS, the Road Department is pursuing funding to repair the deteriorated beams as soon as possible to ensure that all lanes crossing the structure can be open to serve the public; and

WHEREAS, the Road Department negotiated a scope of work and cost to put together bidding documents for the southbound Okemos Road Bridge repairs that is not to exceed $13,500.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract extension with the Great Lakes Engineering Group, LLC to design the southbound Okemos Road Bridge repair project and authorizes the payment of $13,500.00 to be drawn from the Road Department’s consultant services budget line item to pay for their additional professional engineering services.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any contract amendment documents necessary to implement this resolution upon approval as to form by the County Attorney.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
   Nays: None   Absent: None   Approved 12/01/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
   Nays: None   Absent: Tsernoglou   Approved 12/02/15
WHEREAS, an agreement has been reached between representatives of Ingham County and Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25 for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit; and

WHEREAS, the provisions of the agreement have been approved by the County Services and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25 for the period January 1, 2016 through December 31, 2017.

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

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None    Absent: None    Approved 12/01/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None    Absent: Tsernoglou    Approved 12/02/15
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING MODIFICATIONS TO THE
2016 MANAGERIAL AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL

RESOLUTION # 15 -

WHEREAS, the 2015 Managerial and Confidential Employee Personnel Manual will expire on December 31, 2015; and

WHEREAS, there are recommended updates to the 2016 Managerial/Confidential Employee Personnel Manual; and

WHEREAS, the provisions of the manual have been approved by the County Services and Finance Committees.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners hereby approves the following update to the 2016 Managerial and Confidential Employee Personnel Manual:

1. Change in language under section E. Health Insurance Program: Subject to annual modification for plan year 2016.

2. Change in Appendix D - Compensation Levels: Effective the first full pay-period following January 1, 2016, the wages will be increased by 1%.

BE IT FURTHER RESOLVED, that the Managerial and Confidential Employee Personnel Manual will be effective January 1, 2016 and shall expire on December 31, 2016.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None   Absent: None   Approved 12/01/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None   Absent: Tsernoglou   Approved 12/02/15
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE CONVERSION OF EMPLOYEES IN THE INGHAM COUNTY EMPLOYEES’ ASSOCIATION – PROFESSIONALS FROM MERS DIVISION 12 TO DIVISION HJ

RESOLUTION # 15 -

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and Ingham County Employees’ Association - Professionals for the period January 1, 2015 through December 31, 2017; and

WHEREAS, the agreement included provision of a Hybrid Pension Plan provided through the Municipal Employees’ Retirement System (MERS); and

WHEREAS, full-time employees may convert to the Hybrid Plan, at their option, in accordance with the terms of the Plan, pursuant to MERS requirements, and MERS Uniform Hybrid Program Resolution as adopted by the County Board of Commissioners; and

WHEREAS, two employees desired to execute that option and they have completed the MERS Hybrid Retirement Benefit Plan Election Form; and

WHEREAS, MERS conducted a projection study and cost valuation and discussed with Ingham County the conversion cost of the two employees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioner hereby approves the funding of the conversion at a cost of $21,097.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners authorizes the County Controller/Administrator to make the necessary MERS contribution consistent with this resolution.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
    Nays: None  Absent: None  Approved 12/01/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
    Nays: None  Absent: Tsernoglou  Approved 12/02/15
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING IMPLEMENTATION OF A CODE RED ALERT SYSTEM WITH CAPITAL CITY LODGE NO. 141, FRATERNAL ORDER OF POLICE, LABOR PROGRAM INC. – CORRECTIONS NON-SUPERVISORY UNIT

RESOLUTION # 15 -

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and the Ingham County Sheriff and the Capitol City Lodge No. 141, Fraternal order of Police, Labor Program Inc. for the period January 1, 2015 through December 31, 2017; and

WHEREAS, the parties have identified a hardship in filling unscheduled overtime assignments; and

WHEREAS, the parties wish to supplement the contract regarding unscheduled overtime and the use of a Code Red Alert System; and

WHEREAS, a Letter of Understanding addressing the use of a Code Red Alert System through December 31, 2016 has been prepared between representatives of Ingham County and the Ingham County Sheriff and the Capitol City Lodge No. 141, Fraternal Order of Police, Labor Program, Inc.; and

WHEREAS, the provisions of the Letter of Understanding have been approved by the County Services and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the Letter of Understanding between Ingham County and the Ingham County Sheriff and the Capitol City Lodge No. 141, Fraternal Order of Police, Labor Program, Inc.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Letter of Understanding on behalf of the County, subject to the approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that said Letter of Understanding between Ingham County, the Ingham Sheriff, and Capitol City Lodge #141 Fraternal Order of Police Labor Program Inc., Corrections Non-Supervisory Union is incorporated by reference and attached to this resolution.

COUNTY SERVICES:  Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville  
Nays: None  Absent: None  Approved 12/01/15

FINANCE:  Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert  
Nays: None  Absent: Tsernoglou  Approved 12/02/15
LETTER OF UNDERSTANDING
BETWEEN
COUNTY OF INGHAM
INGHAM COUNTY SHERIFF
AND
CAPITOL CITY LODGE #141
FRATERNAL ORDER OF POLICE LABOR PROGRAM INC.
CORRECTIONS NON-SUPERVISORY UNIT

CODE RED ALERT SYSTEM

WHEREAS, the COUNTY OF INGHAM and the INGHAM COUNTY SHERIFF (hereinafter referred to as the "Employer") and Capitol City Lodge #141, Fraternal Order of Police labor Program Inc., (hereinafter referred to as the "Union") have agreed to a collective bargaining agreement for the Corrections Non-Supervisory employees unit from January 1, 2015, through December 31, 2017; and

WHEREAS, the Parties wish to supplement the contract regarding unscheduled overtime and the use of a Code Red Alert system for unit employees.

NOW, THEREFORE, IT IS HEREBY AGREED by the Parties as to the following unscheduled overtime process:

1. Overtime will be offered by seniority to Corrections Deputies working the shift.

2. Overtime will then be offered to Corrections Deputies as listed through the CODE RED ALERT system.
   a. Corrections Deputies, Corrections Command officers, and all Law Enforcement Deputies and Command Officers shall be entered into the CODE RED ALERT system. Contact phone numbers will be entered into the system for text message and phone call notification.
   b. Deputies changing their contact number shall notify their supervisor and the Executive Assistant to the Sheriff and any changes shall be made to the system.

3. After a CODE RED ALERT message is broadcast, interested Corrections Deputies are to call into the Command Officer on duty if they wish to volunteer to work the overtime assignment within 30 minutes.
   a. The first Corrections Deputy who calls in within the 30 minutes will be granted the overtime assignment.
   b. If no Corrections Deputy calls in then it goes to the first Corrections Command Officer who calls in.
   c. If no response by Corrections Deputies or Corrections Command Corrections is received within 30 minutes, then a second CODE RED ALERT shall go out to the Law Enforcement and Law Enforcement Command units. The overtime shall be given to the first person to call in from either Law Enforcement Unit.
4. The Deputy or Command Officer who will work the overtime assignment will be so notified by the Command Officer. The Deputy or Command Officer receiving the assignment will report for duty within 1 hour from the confirming notification.

5. Corrections or Law Enforcement Deputies or Command Officers reporting for duty under the CODE RED ALERT will receive a **$50 RED ALERT bonus** in addition to wages and overtime for hours worked

6. If the CODE RED ALERT system is not operational, Corrections Command will only be responsible for calling those employees who normally work the hours of the overtime opening.

   a. Overtime from 0645 - 1900 will be offered to Day shift.

   b. Overtime from 1845 - 0700 will be offered to Night shift.

7. If the overtime is not filled voluntarily, it will be assigned to a Deputy currently working or coming into work, based on the least amount of overtime hours worked.

8. All the other terms and condition specified in the parties' collective bargaining agreement shall remain in full force and effect, except as stated above.

This Letter of Understanding will be effective through December 31, 2016, at which time the CODE RED ALERT system in response to unscheduled overtime shall expire. Any modification of this Agreement must be in writing and signed by the parties hereto.

---

**COUNTY OF INGHAM**

Brian McGrain, Chairperson  Date

**CAPITOL CITY LODGE #141,**

Fraternal Order of Police Labor Program Inc.

Tom Krug, Executive Director  Date

**SHERIFF OF INGHAM COUNTY**

Sheriff Gene Wriggelsworth  Date

Steven T. Lett, Attorney  Date

Jack Bonner  Date
Introduced by the Human Services Committee:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DR. MAURICE REIZEN

RESOLUTION # 15 -

WHEREAS, Dr. Reizen has been a dedicated and active member of the Ingham County Board of Health for 11 years, also having served as chairperson; and

WHEREAS, Dr. Maurice Reizen has a long and illustrious history of leadership spanning five decades in Michigan's public health system; and

WHEREAS, Dr. Reizen served the people of Ingham County as the Director of the Ingham County Health Department from 1966-1970, and worked with community partners to expand well baby and family planning services; and

WHEREAS, Dr. Reizen as Medical Director of the Michigan Department of Public Health from 1970-1981, played a pivotal role in leading the development and passage of Michigan's Public Health Code which still serves as a model to other states today; and

WHEREAS, Dr. Reizen has been as an ardent supporter of protecting residents and workers from secondhand smoke by advocating for the successful passage of Michigan’s smoke-free law; and

WHEREAS, Dr. Reizen has been a mentor and teacher to many of Michigan's public health and medical professionals; and

WHEREAS, Dr. Reizen has remained a passionate advocate for public health, and a respected voice and champion for the ill and underserved even after his retirement.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners thanks Dr. Maurice Reizen for his tireless service to public health and for his service as a member of the Ingham County Board of Health.

BE IT FURTHER RESOLVED, that the Board of Commissioners appreciates his dedication to improving the well-being of all Ingham County residents.

HUMAN SERVICES:  Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert
Nays: None  Absent: None  Approved 11/30/15
Resolutions

WHEREAS, in Resolution #15-355 the Ingham County Board of Commissioners authorized contracts with the Ingham Health Plan Corporation (IHPC) through December 31, 2016; and

WHEREAS, Resolution #15-355 stated that the Ingham Health Plan Corporation shall be subject to regular review of member eligibility and expenses relative to this contract to ensure compliance with the contract and with the Health Services Millage ballot language; and

WHEREAS, it is necessary to contract with an outside reviewer to review IHPC invoices and determine that IHPC members that the County is billed for are millage eligible, and to determine that the services the County is billed for are within the scope of the contract.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes a contract with Malannoye Consulting, LLC to review IHPC invoices and determine that IHPC members the County is billed for are millage eligible, and to determine that the services the County is billed for are within the scope of the contract.

BE IT FURTHER RESOLVED, the contract will take effect upon execution and terminate on February 28, 2017 for an amount not to exceed $14,700 from the Health Services Millage.

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.

HUMAN SERVICES:  Yeas:  Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert
      Nays:  None  Absent:  None  Approved  11/16/15

FINANCE:  Yeas:  Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
      Nays:  None  Absent:  Tsernoglou  Approved  12/02/15

Approved 11/16/15
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE STATUS CHANGE OF A MEDICAL ASSISTANT FROM .75 FTE TO 1.0 FTE

RESOLUTION # 15 -

WHEREAS, position #601192, Medical Assistant I is a .75 FTE position (UAW D $23,586 - $28,079); and

WHEREAS, the Ingham County Health Department received additional expanded services funds to support increasing the position to 1.0 FTE; and

WHEREAS, the employee in this position has been contacted and agrees to the conversion from a .75 FTE to a 1.0 FTE; and

WHEREAS, the UAW has been notified about this status change; and

WHEREAS, the Ingham Community Health Center Board has reviewed this conversion and supports the proposed status change of position #601192 Medical Assistant I (UAW D) from a .75 FTE to a 1.0 FTE; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the proposed status change of position #601192 Medical Assistant I (UAW D) from a .75 FTE to a 1.0 FTE.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of position #601192 Medical Assistant I from .75 FTE (UAW D $23,586 - $28,079) to 1.0 FTE (UAW D $31,448 - $37,438).

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

HUMAN SERVICES:  Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert  
Nays: None  Absent: None  Approved 11/30/15

COUNTY SERVICES: Yeas: None  Nays: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville  Absent: None  Failed 12/01/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert  
Nays: None  Absent: Tsernoglou  Approved 12/02/15
WHEREAS, the State of Michigan has placed responsibility for environmental regulation and environmental quality in Michigan with the Michigan Department Environmental Quality (MDEQ); and

WHEREAS, the Michigan Public Health Code places responsibility for environmental protection at the community level with county governments through the network of local health departments; and

WHEREAS, MDEQ proposes to clarify the responsibilities for some environmental services and arrange to purchase environmental monitoring and inspection services from the Ingham County Health Department (ICHD); and

WHEREAS, MDEQ will reimburse ICHD for expenses related to monitor and inspection services; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with MDEQ.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MDEQ for Non-Community Programs.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2015 through September 30, 2016.

BE IT FURTHER RESOLVED, that MDEQ shall reimburse ICHD up to $29,616 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program – up to $23,066
- Drinking Water Long-Term Monitoring – up to $700
- Public Swimming Pools – up to $5,600
- Campground Requirements – up to $250

BE IT FURTHER RESOLVED, that the funding was anticipated in ICHD’s 2016 budget.

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.
HUMAN SERVICES:  Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert  
     Nays: None  Absent: None  Approved 11/30/15

FINANCE:  Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert  
     Nays: None  Absent: Tsernoglou  Approved 12/02/15
DECEMBER 8, 2015
AGENDA ITEM NO. 25

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #15-193 TO INCLUDE INGHAM COUNTY
HEALTH DEPARTMENT ENVIRONMENTAL HEALTH FEES

RESOLUTION # 15 -

WHEREAS, each year, Ingham County passes a resolution to set fees for various county services as part of the budget process; and

WHEREAS, Resolution #15-193 authorized these fees for FY 2016; and

WHEREAS, at the time this resolution was passed, Maximus Consulting Services, Inc. was evaluating the Ingham County Health Department’s (ICHD) Environmental Health (EH) division in order to provide a cost of services analysis authorized by Resolution #14-416; and

WHEREAS, in Resolution #14-416 the Board of Commissioners authorized an agreement with Maximus Consulting Services, Inc. to provide a cost of service analysis for the Ingham County Health Department’s (ICHD) Environmental Health (EH) division; and

WHEREAS, at the time Resolution #15-193 was passed the Maximus cost study for Environmental Health services was ongoing so their fees were not included; and

WHEREAS, Maximus has since completed their cost study of EH service fees and EH has created a new, simplified fee structure and proposed fee schedule based on the Maximus recommendations; and

WHEREAS, the Health Officer recommends that the Board of Commissioners adopt the attached amendment to Resolution #15-193 to update EH service fees.

THEREFORE BE IT RESOLVED, that the Board of Commissioners amends Resolution #15-193 to add the attached ICHD EH service fee increases, decreases, and new fees effective December 9, 2015.

HUMAN SERVICES: Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert
Nays: None Absent: None Approved 11/30/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Case Naeyaert
Nays: Schafer Absent: Tsernoglou Approved 12/02/15
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<th>Fee Description</th>
<th>Maximus calculated Cost 2014</th>
<th>Target Percent</th>
<th>2016 Proposed Fee</th>
<th>Units</th>
<th>FY 15 Projected Revenue</th>
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<td>$2,320</td>
<td>80%</td>
<td>$1,865.00</td>
<td>14</td>
<td>$14,770.00</td>
</tr>
<tr>
<td>Env. Health</td>
<td>Category 3 (see definition below) - New Owner w/minimal plan review</td>
<td>$1,482</td>
<td>80%</td>
<td>$1,170.00</td>
<td>2</td>
<td>$2,340.00</td>
</tr>
<tr>
<td>Env. Health Mobile - License Fee *</td>
<td>$453</td>
<td>80%</td>
<td>$363.00</td>
<td>1</td>
<td>$360.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Mobile - Full Plan Review</td>
<td>$621</td>
<td>80%</td>
<td>$497.00</td>
<td>1</td>
<td>$495.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Mobile - New Owner/Eval</td>
<td>$516</td>
<td>80%</td>
<td>$415.00</td>
<td>1</td>
<td>$415.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health STFU - License Fee * (state mandated fee)</td>
<td>$453</td>
<td>84%</td>
<td>$382.00</td>
<td>152</td>
<td>$23,104.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health STFU - Full Plan Review</td>
<td>$621</td>
<td>80%</td>
<td>$495.00</td>
<td>25</td>
<td>$12,375.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health STFU - New Owner/Eval</td>
<td>$557</td>
<td>80%</td>
<td>$445.00</td>
<td>1</td>
<td>$445.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Temporary Food License</td>
<td>$373</td>
<td>50%</td>
<td>$195.00</td>
<td>111</td>
<td>$21,645.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Seasonal Facilities - License Fee *</td>
<td>$500</td>
<td>50%</td>
<td>$275.00</td>
<td>43</td>
<td>$11,825.00</td>
<td></td>
</tr>
<tr>
<td>* Includes State of Michigan fee of $25 for fixed food licenses and $5 for temporary licenses</td>
<td>n/a</td>
<td></td>
<td></td>
<td></td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td><strong>Other Food Service Fees</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Late Fee for Food License effective 1st day after April 30th</td>
<td>$135.00</td>
<td>0</td>
<td>0</td>
<td>$0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Late Fee for Temporary Food License application less than 5 days prior to event (in addition to the $195 license)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Env. Health Inspection fee for STFU</td>
<td>$382</td>
<td>24%</td>
<td>$90.00</td>
<td>92</td>
<td>$8,280.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Vending License</td>
<td>$493</td>
<td>80%</td>
<td>$395.00</td>
<td>80</td>
<td>$6,000.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Construction/Remodeling that begins without approved plans (***)</td>
<td>$866</td>
<td>80%</td>
<td>$700.00</td>
<td>2</td>
<td>$1,580.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Food Service plan review re-evaluation or re-submission</td>
<td>$500.00</td>
<td>1</td>
<td>$500.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Enforcement Food Service Program Fees</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Informal Hearing Fee (***)</td>
<td>$1,126</td>
<td>1</td>
<td>$1,000.00</td>
<td>2</td>
<td>$2,000.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Formal Hearing Fee (***)</td>
<td>$1,126</td>
<td>1</td>
<td>$1,000.00</td>
<td>1</td>
<td>$1,000.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Follow Up inspection to assess compliance for critical violations (***)</td>
<td>$524</td>
<td>15</td>
<td>$150.00</td>
<td>15</td>
<td>$2,250.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Fee for new owner operating without new license</td>
<td>$610</td>
<td>80%</td>
<td>$488.00</td>
<td>3</td>
<td>$1,950.00</td>
<td></td>
</tr>
<tr>
<td>(***) = Fine</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>WATER SUPPLY WELL &amp; ON-SITE SEPTIC DISPOSAL PROGRAM</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Well - permit to construct or alter a private residential, Type II, or Type III well</td>
<td>$428</td>
<td>90%</td>
<td>$385.00</td>
<td>98</td>
<td>$37,730.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Septic - new or repair permit for residential or commercial</td>
<td>$948</td>
<td>90%</td>
<td>$850.00</td>
<td>115</td>
<td>$97,750.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Combined - well &amp; septic</td>
<td>$1,166</td>
<td>90%</td>
<td>$1,050.00</td>
<td>60</td>
<td>$63,000.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Septic - new/repair tank only</td>
<td>$391</td>
<td>90%</td>
<td>$350.00</td>
<td>25</td>
<td>$8,750.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Well - Sanitary survey, public non community Type II - transient well</td>
<td>$475</td>
<td>90%</td>
<td>$429.00</td>
<td>14</td>
<td>$6,020.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Well - Sanitary survey, public non community Type II non-transient Well</td>
<td>$550</td>
<td>90%</td>
<td>$495.00</td>
<td>5</td>
<td>$2,475.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Septic Evaluation - application for residential or commercial lot &amp; soil evaluation</td>
<td>$430</td>
<td>90%</td>
<td>$387.00</td>
<td>25</td>
<td>$9,750.00</td>
<td></td>
</tr>
<tr>
<td>Service Description</td>
<td>Amount 1</td>
<td>%</td>
<td>Amount 2</td>
<td>#</td>
<td>Amount 3</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
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<td>--------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Env. Health Septic Evaluation - plan review for engineered system</td>
<td>$346</td>
<td>90%</td>
<td>$311.00</td>
<td>61</td>
<td>$18,971.00</td>
<td></td>
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<tr>
<td><strong>BODY ART FACILITY PROGRAM</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health License renewal</td>
<td>$414</td>
<td>80%</td>
<td>$330.00</td>
<td>15</td>
<td>$4,950.00</td>
<td></td>
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<tr>
<td>Env. Health Full plan review</td>
<td>$538</td>
<td>80%</td>
<td>$430.00</td>
<td>4</td>
<td>$1,720.00</td>
<td></td>
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<tr>
<td><strong>CAMPGROUND INSPECTIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Permanent Campground</td>
<td>$417</td>
<td>100%</td>
<td>$415.00</td>
<td>9</td>
<td>$3,735.00</td>
<td></td>
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<tr>
<td>Env. Health Temporary Campground</td>
<td>$188</td>
<td>100%</td>
<td>$185.00</td>
<td>2</td>
<td>$370.00</td>
<td></td>
</tr>
<tr>
<td><strong>MORTGAGE CERTIFICATION INSPECTIONS (POINT OF SALE)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Point of Sale - Application/Administrative processing fee</td>
<td>$293</td>
<td>Market 85%</td>
<td>$250.00</td>
<td>510</td>
<td>$127,500.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Point of Sale - On-site evaluation of well &amp; septic</td>
<td>$594</td>
<td>Market 75%</td>
<td>$450.00</td>
<td>16</td>
<td>$7,200.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Point of Sale - Waste treatment evaluation</td>
<td>$350</td>
<td>Market 100%</td>
<td>$350.00</td>
<td>2</td>
<td>$700.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Point of Sale - Well evaluation</td>
<td>$250</td>
<td>Market 100%</td>
<td>$250.00</td>
<td>0</td>
<td>$1,500.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Point of Sale - inspector annual renewal fee</td>
<td>$200</td>
<td>Market 100%</td>
<td>$200.00</td>
<td>17</td>
<td>$3,400.00</td>
<td></td>
</tr>
<tr>
<td><strong>CHILD CARE AND ADULT FOSTER CARE INSPECTIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Full inspection, water system, sewage disposal, building and grounds</td>
<td>$284</td>
<td>100%</td>
<td>$280.00</td>
<td>82</td>
<td>$22,960.00</td>
<td></td>
</tr>
<tr>
<td><strong>POOLS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Pool Inspection</td>
<td>$176</td>
<td>100%</td>
<td>$175.00</td>
<td>175</td>
<td>$30,625.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Additional pool at the same location</td>
<td>$100.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Re-inspection fee after violation</td>
<td>$200.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td><strong>TOBACCO &amp; E-CIGARETTE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Tobacco &amp; E-cigarette sales license - East Lansing</td>
<td>$374</td>
<td>78%</td>
<td>$290.00</td>
<td>27</td>
<td>$7,830.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Tobacco &amp; E-cigarette sales license - Not East Lansing</td>
<td>$374</td>
<td>90%</td>
<td>$335.00</td>
<td>239</td>
<td>$30,065.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Tobacco &amp; E-cigarette Change of Ownership Fee - East Lansing</td>
<td>$130.00</td>
<td>5</td>
<td>5</td>
<td>550</td>
<td>$650.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Tobacco &amp; E-cigarette Change of Ownership Fee - Not East Lansing</td>
<td>$150.00</td>
<td>9</td>
<td>9</td>
<td>1,350</td>
<td>$1,350.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Tobacco &amp; E-cigarette sales license vending machine</td>
<td>$335.00</td>
<td>1</td>
<td>1</td>
<td>335</td>
<td>$335.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Temporary Tobacco License - Camping Permit</td>
<td>$150.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Late Fee and/or failure to report change of ownership (*)</td>
<td>$200.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health POLLUTION PREVENTION PROGRAM (P2)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Env. Health Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Reporting Fee</td>
<td>$70.00</td>
<td>131</td>
<td>$9,170.00</td>
<td>90</td>
<td>$13,050.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Inspection Fee</td>
<td>$145.00</td>
<td>90</td>
<td>$13,050.00</td>
<td>130</td>
<td>$26,100.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) - Reporting Fee</td>
<td>$145.00</td>
<td>213</td>
<td>$30,885.00</td>
<td>234</td>
<td>$47,321.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) - Inspection Fee</td>
<td>$235.00</td>
<td>81</td>
<td>$19,035.00</td>
<td>235</td>
<td>$38,070.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Reporting Fee</td>
<td>$220.00</td>
<td>107</td>
<td>$23,540.00</td>
<td>236</td>
<td>$47,080.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Inspection Fee</td>
<td>$350.00</td>
<td>21</td>
<td>$7,350.00</td>
<td>351</td>
<td>$14,700.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Use hourly rate for Plan Review &amp; Consultation</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>MISC FEES</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Env. Health Hourly rate for services not specified in the fee schedule</td>
<td>$100.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Late fee for all licenses not specified above, effective 30 days after due date</td>
<td>$130.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>$130.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Sanitary Code appeal fee</td>
<td>$130.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>$130.00</td>
<td></td>
</tr>
<tr>
<td>Env. Health Returned check fee</td>
<td>$30.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>$30.00</td>
<td></td>
</tr>
</tbody>
</table>
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE INFECTIOUS DISEASE PHYSICIAN SERVICES AGREEMENT WITH MICHIGAN STATE UNIVERSITY’S COLLEGE OF OSTEOPATHIC MEDICINE – TUBERCULOSIS PROGRAM

RESOLUTION # 15 -

WHEREAS, the Ingham County Health Department (ICHD) is obligated under the Public Health Code 333.5115 (4), 333.5301 (1) and 333.5307 to ensure the provision of treatment for patients with active tuberculosis within its jurisdictions; and

WHEREAS, ICHD has an existing agreement with the MSU COM to provide services to patients with active tuberculosis at ICHD’s tuberculosis clinic located at River Oak Health Center; and

WHEREAS, the current services agreement expires on December 31, 2015; and

WHEREAS, MSU COM would like to extend the current services agreement with ICHD for specialty physician services to patients with active tuberculosis through December 31, 2018 at $165.00 dollars per hour; and

WHEREAS, the Ingham Community Health Center Board has reviewed and supports this amendment to the agreement; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize an amendment to the agreement with MSU COM – Tuberculosis Program to extend physician services to ICHD tuberculosis patients through December 31, 2018 at a rate of $165 per hour for up to 12 hours per month.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an extension of the agreement with MSU COM to provide physician specialty services to patients with active tuberculosis.

BE IT FURTHER RESOLVED, that the period of the agreement shall be extended through December 31, 2018 at a rate of $165.00 per hour for up to 12 hours per month.

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 Chairpersons 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.

HUMAN SERVICES:  Yeas:  Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert  
Nays: None  Absent: None  Approved 11/30/15
FINANCE: Yea: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nay: None  Absent: Tsernoglou  Approved 12/02/15
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A REVISED COOPERATIVE OPERATIONAL AGREEMENT WITH THE COMMUNITY HEALTH CENTER BOARD OF DIRECTORS

RESOLUTION # 15 -

WHEREAS, Resolution #13-481 the Cooperative Operational Agreement between the Ingham County Board of Commissioners and the Community Health Center Board of Directors was extended through November 30, 2015 and a Short Form was authorized to extend the agreement through December 31, 2015; and

WHEREAS, as a Health Center Program Grantee of the U.S. Department of Health and Human Services’ Health Resources and Services Administration (HRSA), Ingham County Health Department (ICHD) is required by Section 330 of the Public Health Services (PHS) Act to maintain a governing board composed of individuals, a majority who are being served by the center and, who as a group, represent the individuals being served by the center in terms of demographic factors such as race, ethnicity and sex; and

WHEREAS, as a public entity, ICHD may fulfill this requirement with a co-applicant board; and

WHEREAS, when two boards exist, each board’s responsibilities must be specified in writing so that responsibilities for carrying out the governance functions are clearly understood; and

WHEREAS, the Health Center Board’s functions must, at a minimum, include the following:

• Hold monthly meetings;
• Approval of the health center grant application and budget;
• Selection/dismissal and performance evaluation of the health center CEO;
• Selection of services to be provided and the health center hours of operations;
• Measuring and evaluating the organization’s progress in meeting its annual and long-term programmatic and financial goals and developing plans for the long-range viability of the organization by engaging in strategic planning, ongoing review of the organization’s mission and bylaws, evaluating patient satisfaction, and monitoring organizational assets and performance; and
• Establishment of general policies for the health center.

WHEREAS, ICHD fulfills the requirement through a Cooperative Operational Agreement between the Community Health Center Board of Directors; and

WHEREAS, in order to maintain compliance as a HRSA grantee, an updated agreement must be established; and

WHEREAS, the current Cooperative Operational Agreement ends December 31, 2015; and
WHEREAS, changes to the current Cooperative Operational Agreement are necessary; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a revised Cooperative Operational Agreement and extend it through December 31, 2017.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the revised Cooperative Operational Agreement with Community Health Center Board of Directors.

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.

**HUMAN SERVICES:** **Yeas:** Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert  
**Nays:** None  
**Absent:** None  
**Approved 11/30/15**

**FINANCE:** **Yeas:** Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert  
**Nays:** None  
**Absent:** Tsernoglou  
**Approved 12/02/15**
COOPERATIVE OPERATIONAL AGREEMENT

THIS AGREEMENT is entered into this day of ____, 2016 by the INGHAM COUNTY BOARD OF COMMISSIONERS ("Board of Commissioners"), the INGHAM COMMUNITY HEALTH CENTER BOARD OF DIRECTORS ("Community Health Center Board"), and the INGHAM COUNTY HEALTH DEPARTMENT ("Health Department") to implement health services for Ingham County residents throughout a network of Community Health Centers operated by the Health Department.

WHEREAS, the Board of Commissioners is empowered by Public Act 368 of 1978 to establish a "county health department to protect and promote the health" of county residents; and

WHEREAS, the Community Health Center Board was established with the purpose of monitoring the Health Department’s implementation of the grant in Ingham County; and

WHEREAS, the Board of Commissioners desires to make application with the Community Health Center Board for a Section 330 of the Public Health Service Act (42 U.S.C. 254c et seq. as now or hereafter amended) Grant, if applicable, for operating a Federally Qualified Health Center from the U.S. Department of Health and Human Services, Health Resources and Services Administration, Federal Bureau of Primary Health Care ("HHS" or "granting authority"); and

WHEREAS, the Board of Commissioners also desires to make application with the Community Health Center Board for operation of a Federally Qualified Health Center Look-Alike Entity; and

WHEREAS, pursuant to such funding by the HHS, the Board of Commissioners and the Community Health Center Board must set forth the responsibilities of each party; and

WHEREAS, the Board of Commissioners wishes to give support to the Community Health Center Board, and recognizes the powers, privileges, and functions of each party as contained herein.

NOW THEREFORE, the Board of Commissioners, the Community Health Center Board and the Health Department hereby agree:

1. **Community Health Center Board Purpose:** The Community Health Center Board shall approve the annual Section 330 Health Center grant application and monitor the Health Department’s implementation of the Section 330 grant. The Community Health Center Board shall approve the Federally Qualified Health Center Look-Alike Entity annual application. The Community Health Center Board will monitor the operation of the network of Community Health Centers operated by the Health Department in accordance with the terms of this Agreement and the Bylaws as adopted by the Board of Commissioners and the Community Health Center Board. The Bylaws are incorporated herein by reference and attached as Exhibit A. The Community Health Center Board will assist the Board of Commissioners and the Health Department to implement health services for Ingham County residents through a network of Community Health Centers operated by the Health Department. These
services shall represent a significant effort by the County to assure that low-income Ingham County residents have adequate access to categorical public health programs and services, including family planning, sexually transmitted infection prevention, diagnosis, and treatment, breast and cervical cancer control, WIC, and immunizations. The Community Health Center Board, the Board of Commissioners, and the Health Department shall be particularly committed to meeting the health care needs of at-risk populations, including women during the child-bearing years, children, minorities, and other underserved populations.

(2) **Community Health Center Board Appointments:** The Community Health Center Board shall recommend nominations for each vacant seat on the Community Health Center Board to the Board of Commissioners for consideration and appointment. Both the Community Health Center Board and the Board of Commissioners will use their best efforts to maintain the same ratio of consumer members, provider members, and consumers-at-large as set out in the Board Composition section of the Community Health Center Board Bylaws and required by Section 330 of the Public Health Services Act policies and guidelines. In the process of preparing a slate of nominees to recommend to the Board of Commissioners for consideration, the Community Health Center Board shall solicit nominations from the community serviced by the centers, community organizations, and health organizations.

(3) **Joint Application:** The Board of Commissioners and the Community Health Center Board will take such actions as are required to make application for grants under Section 330 of the Public Health Services Act and application for Federally Qualified Health Center Look-Alike status. The Board of Commissioners, acting on behalf of Ingham County, shall serve as the public entity applicant, together with the Community Health Center Board as co-applicant.

(4) **Operation of the Center:**

a. The Community Health Center Board will work with the Board of Commissioners and the Health Department to assure that the Community Health Centers are operated in accordance with the terms and conditions of the HHS Notice of Grant Award and any modifications thereof, and specifically in accordance with the requirements of 42 CFR Part 51c subpart C and with the Federally Qualified Health Center Look-Alike Entity requirements.

b. All Community Health Center personnel shall be employees of Ingham County and shall be bound by all Ingham County policies and procedures, including personnel policies and procedures as set forth in Paragraph (6), below. Ingham County shall be responsible for the payment of wages, fringe benefits, workers' compensation, and unemployment compensation for Community Health Center personnel.
c. Title to all assets obtained with Section 330 grant funds shall be vested in Ingham County for the use and benefit of the Community Health Centers which will be managed through an established enterprise fund.

d. The Community Health Center Board shall work with the Board of Commissioners to establish policies for health care delivery, including those dealing with the scope and availability and types of services, location and hours of services, and quality of care audit procedures, as are consistent with the grant application, Notice of Grant Award, applicable Federal, state and local regulations, and related Board of Commissioners’ directives.

e. Section 330 grant funds shall be disbursed by the Health Department in accordance with the federally approved budget. No disbursement shall be made other than as set forth in the budget without review and approval by the Community Health Center Board and the Board of Commissioners. The parties understand and agree that the Section 330 funds shall be used solely for the purposes allowed by the grant agreement. Any Section 330 grant funds remaining after the end of the fiscal year shall be disbursed at the direction of the granting authority.

f. The Community Health Center Board shall make its records available for inspection at all reasonable times upon request of the Board of Commissioners or its duly authorized agent or representative. Community Health Center Board minutes shall be publicly available at the Board of Commissioners office and posted online.

(5) **Executive Director:** The Health Department’s Deputy Health Officer/Executive Director Community Health Care Services shall be primarily responsible for the management and operation of the Community Health Centers. The Community Health Center Board shall have the authority to suspend, remove, appoint and/or reappoint a person to the position of Executive Director, with the concurrence of the Ingham County Health Officer, in accordance with the Ingham County Managerial and Confidential Employee Personnel Manual and other procedures and policies of the Board of Commissioners. The Community Health Center Board shall participate in the annual performance evaluation of the Executive Director with contribution by the Ingham County Health Officer, to be conducted in accordance with the U.S. Department of Health and Human Services, Federal Bureau of Primary Health Care Program expectations and Ingham County personnel policies.

(6) **Personnel Policies:** Personnel policies and procedures of the Community Health Centers shall be those adopted by the Board of Commissioners for Ingham County employees, and shall include applicable collective bargaining agreements negotiated between Ingham County and the legal representatives of employees. The Community Health Center Board may make recommendations to the Board of Commissioners regarding the terms and conditions of those agreements as might benefit the operation of the Community Health Centers.
(7) **Budgeting, Travel, Purchasing, Information Technology Policies:** Budget, Travel, Purchasing & Information Technology policies and procedures of the Community Health Center shall be those adopted by the Board of Commissioners. The Community Health Center Board may make recommendations to the Board of Commissioners regarding any policy as might benefit the operation of the Community Health Center. In the case of implementation of county policies which may inhibit Community Health Center functioning in accordance with grant requirements, the Community Health Center may request appeal of such policies (e.g., out of state travel prohibition).

(8) **Financial Reports and Audits:** The Health Department staff shall be responsible for maintaining such financial records and making such reports as are required by HHS in the administration of the Section 330 grant and a Federally Qualified Health Center Look-Alike Entity. The Health Department staff shall provide the Community Health Center Board and the Board of Commissioners with copies of all reports filed with any government agency.

Audits, as required by law for the 330 grant agreement and for Federally Qualified Health Center Look-Alike entities, shall be performed by an independent auditor. The audits may be performed in conjunction with other Ingham County audits. The Community Health Center Board shall ensure access to all financial records and documents necessary for the audits to be performed.

The Community Health Center Board shall review management reports to support the Health Department and the Board of Commissioners in the operation of the Community Health Centers. The Community Health Center Board shall provide assurance to the Federal Bureau of Primary Care that the Community Health Centers shall operate within the adopted budget. The Health Department staff shall regularly report to the Community Health Center Board (or appropriate committee) of the financial performance of the Community Health Centers to allow the Community Health Center Board to verify compliance with grant requirements and budgets and to evaluate the overall financial and quality performance of the Community Health Centers.

(10) **Strategic Plan and Budget:** The Executive Director and the Health Department's Chief Financial Officer shall prepare a budget and strategic plan for each fiscal year, in accordance with Ingham County policies and procedures. The Community Health Center Board shall annually review the strategic plan and budget prepared by the Health Department for the operation of the Community Health Centers. After review and recommendation by the Community Health Center Board, the Community Health Center Board shall advise the Board of Commissioners regarding this strategic plan and budget. The Community Health Center Board shall review and approve the annual budget, inclusive of section 330 grant funds, and recommend this budget to the Board of Commissioners, after review and recommendation by the Community Health Center Board. The Community Health Center Board and the Board of Commissioners shall jointly approve the annual Section 330 budget submitted to the Federal Bureau of Primary Health Care. The Community Health Center Board shall review and approve any budget requirements
to maintain the Federally Qualified Health Center Look-Alike status and recommend such budget to the Board of Commissioners, after review and recommendation by the Community Health Center Board.

(9) **Annual Budget Adoption**: Ingham County has established an enterprise fund (Community Health Center Network Fund/511 Fund) to record all of the financial activity of the Community Health Centers. This enterprise fund operates in a manner similar to private business, in this case, incorporating all revenues earned, costs incurred and/or net income related to the operation of the Community Health Centers. This Enterprise Fund shall be specifically referenced in the annual County General Appropriations resolution, addressing, at a minimum, any exceptions to County policies required for the effective and efficient operation of the Community Health Centers and administration of the HHS grants, Michigan Department of Health and Human Services school-based health centers grants, and other grants included in the annual budget.

(11) **Amendments to the Budget**: Ingham County Budget policies and procedures will be utilized for all amendments to the jointly adopted Community Health Centers’ budget. The current policy provides for limited budget amendments via administrative approval. Amendments requiring approval of the full Board of Commissioners shall also require approval of the Community Health Center Board. Community Health Center Board approval shall either be obtained prior to the submission of the adjustment to the Board of Commissioners or the action of the Board of Commissioners shall be contingent upon the concurrence of the Community Health Center Board.

(12) **Fee Schedule Policy**: As set forth in Michigan law, the Community Health Center Board shall recommend to the Board of Commissioners a fee schedule for services provided through the Community Health Centers and shall recommend to the Board of Commissioners policies for discounting fees (i.e. sliding fee scale) based on the patient/family income. The Board of Commissioners shall enact a fee schedule and discounting policies (i.e. sliding fee scale), in accordance with the authority provided in the Michigan Public Health Code, MCL 333.2444.

(13) **Quality Assurance**: The Community Health Center Board shall work with the Board of Commissioners and the Health Department to ensure that a system and process is in place to assure quality primary care services in the Community Health Centers. The Community Health Center Board shall oversee a program of quality improvement/quality assurance directed at assuring the high quality primary care services delivered to the public and the legal and contractual compliance of the operation of the Community Health Centers.

(14) **Grievance Procedure**: The Community Health Center Board shall adopt procedures for resolving patient grievances.

(15) **Agreement Period and Termination**: The services to be provided by the Community Health Center Board shall become effective and performance thereon shall commence on the 1st day of January, 2016, and shall continue in effect through the 31st day of December, 2017, at which time this Agreement expires, unless terminated
earlier by the parties.

Notwithstanding any other provision in this Agreement to the contrary, if the Community Health Center Board and the Board of Commissioners no longer receive funding under Section 330 of the Public Health Services Act or any successor to the substitute Act(s), this Agreement shall terminate.

Any party may terminate this Agreement upon sixty (60) days written notice to the other parties. Notice shall be provided as set forth in Paragraph 20. A copy of any notice of termination shall be provided to the HHS as the granting authority.

(16) **Sole Agreement**: This Agreement and the attached Bylaws contain the entire Agreement of the parties and their rights, duties, and their obligations to each other. There are no promises, terms, conditions, or obligations other than those contained herein, and this Agreement shall supersede all previous communications, representations or agreements, either written or verbal between the parties.

(17) **Disputes**: The Community Health Center Board and the Board of Commissioners will use their best efforts to carry out the terms of this Agreement in a spirit of cooperation and will resolve by negotiation any disputes occurring hereunder.

(18) **Modifications of Agreement**: Modifications, amendments or waivers of any provision of this Agreement may be made only by written mutual consent of the parties, signed by their duly authorized representatives.

(19) **Nondiscrimination**: The parties shall adhere to all applicable Federal, state and local laws and regulations prohibiting discrimination. The parties shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms and conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, sexual preference, height, weight, marital status, political affiliation or beliefs, or disabilities which are unrelated to the individual's ability to perform the duties of a particular job or position. A breach of this covenant shall be regarded as a material breach of this Agreement.

(20) **Confidentiality and Health Insurance Portability and Accountability Act**: All personal health information assembled, obtained, constructed, or prepared pursuant to or as a consequence of this Agreement or the Section 330 grant are subject to all Federal and Michigan laws and regulations governing the disclosure of public and medical records subject to certain exemptions from disclosure under the circumstances expressly authorized by the above laws and regulations.

To the extent that the Health Insurance Portability and Accountability Act (HIPAA) is pertinent to the services that the Community Health Centers provide, the Community Health Center Board assures that it is in compliance with the HIPAA requirements.

(21) **Assignment**: The Board of Commissioners and the Community Health Center
Board shall not assign or transfer any of its rights or obligations under this Agreement unless previously agreed to in writing by the granting authority.

(22) **Applicable Law:** This Agreement shall be construed in accordance with laws of the State of Michigan.

(23) **Notice:** Any notice provided for hereunder shall be in writing and shall be deemed given by (I) personal delivery upon written receipt of the party to whom it is addressed or (II) upon its deposit in the United States Mail, first class postage prepaid and addressed,

If to the Board of Commissioners:
Chairperson
Ingham County Board of Commissioners
P.O. Box 319
Mason, Michigan 48854

If to the Community Health Center Board:
Chairperson
Ingham Community Health Center Board
5656 South Cedar Street Lansing, MI 48911

If to the Ingham County Health Department:
Health Officer
P. O. Box 30161
Lansing, Michigan 48909

If to the Granting Authority:
Associate Administrator for Primary Health Care
Health Resources and Services Administration
5600 Fishers Lane
Rockville, MD 20857

(24) **Waiver of Breach:** Waiver, by any party to this Agreement, of any breach of any provision hereof by any other party shall not operate or be construed as a waiver by such party of any subsequent breach, whether such breach shall be of the same provision or different provision.

(25) **Severability:** If any provision of this Agreement or the application of such provision to any person or circumstance shall be held invalid, the remaining provisions of this Agreement, and the application of such provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby.

(26) **Disregarding Titles:** The titles of the sections contained in this Agreement are inserted only as a matter of convenience and in no way define, limit or extend the scope or intent of this Agreement or any provision hereof.
(27) **Review of Co-Applicant Agreement.** The Community Health Center Board, Board of Commissioners, and Health Department will meet minimally once each year to ensure the terms of this agreement are being met and to identify any needed resources.

(29) **Benefit and Binding Effect:** This Agreement shall inure to the benefit of and be binding upon the parties hereto, their legal representatives, heirs, successors and assigns.

(30) **Certification of Authority to Sign Agreement:** The persons signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign this Agreement on behalf of said parties and that this Agreement has been authorized by said parties.

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have fully signed this instrument on the day and year first above written.

WITNESED BY:
COUNTY OF INGHAM

By: ________________________________
Date ________________________________
Brian McGrain, Chairperson
Board of Commissioners

INGHAM COUNTY COMMUNITY HEALTH CENTER BOARD

By: ________________________________
Date ________________________________
Jon Villasurda, Chairperson
Community Health Center Board

INGHAM COUNTY HEALTH DEPARTMENT

By: ________________________________
Date ________________________________
Linda Vail, Health Officer
Health Department

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

By: ________________________________
Timothy M. Perrone
RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE 2015-2016 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

RESOLUTION # 15 -

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

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

WHEREAS, the MDCH and Ingham County Health Department (ICHD) have entered into a 2015-2016 Agreement authorized in Resolution #15-413; and

WHEREAS, the MDCH has proposed amendment #1 to the current Agreement to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, ICHD had anticipated and included the grant increase in the FY16 Board of Commissioners approved budget; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the Amendment to the 2015-2016 Comprehensive Agreement with MDCH.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #1 to the 2015-2016 Comprehensive Agreement with MDCH.

BE IT FURTHER RESOLVED, that the total amount of Comprehensive Agreement funding shall increase from $4,675,470 to $4,998,301, an increase of $322,831.

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

   Immunization Vaccine Quality Assurance, $35,210
   Direct Services Children – MCH, $96,000
   Immunizations – Children – MCH, $72,071
   Immunizations – Women – MCH, 40,540
   Immunizations – ELPHS, $79,010

BE IT FURTHER RESOLVED, that the Health Officer, is authorized to submit Amendment #1 of the 2015-2016 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.
BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

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 as to form by the County Attorney.

**HUMAN SERVICES:**  Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert  
Nays: None  Absent: None  Approved 11/30/15

**FINANCE:**  Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert  
Nays: None  Absent: Tsernoglou  Approved 12/02/15
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #15-430 TO AMEND THE
INGHAM COMMUNITY HEALTH CENTER BOARD BYLAWS

RESOLUTION # 15 -

WHEREAS, the Ingham County Health Department (ICHD) operates Ingham Community Health Centers (ICHC), which provide primary health care services to more than 20,000 medically underserved individuals annually; and

WHEREAS, the Federally Qualified Health Center program as established through Section 330 of the Public Health Services Act requires a governing board with a majority of members who are patients of the health center; and

WHEREAS, the U.S. Department of Health and Human Services Health Resources and Services Administration (HRSA) has provided guidance that this requirement can be filled by a public entity FQHC through a co-applicant Community Health Center Board and a Board of Commissioners; and

WHEREAS, the ICHC Board must have established Bylaws in order to ensure compliance with federal stature and programmatic requirements as stipulated by Section 330 of the Public Health Services Act; and

WHEREAS, currently the Bylaws state under Article 10, Item C, that the ICHC Board shall review and approve the annual Section 330 grant budget and recommend this budget to the Board of Commissioners after review and recommendation by ICHC Finance Committee; and

WHEREAS, HRSA is requiring the ICHC Board amend their bylaws to state the ICHC Board must approve the annual Section 330 and Look-Alike health center grant applications and budgets; and

WHEREAS, HRSA has extended the deadline to have this completed to February 5, 2016; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize this amendment to the ICHC Board of Directors Bylaws.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopt the amendment to the Bylaws developed by the ICHC Board of Directors.

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.

HUMAN SERVICES:  Yeas: Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert  
Nays: None  Absent: None  Approved 11/30/15
FINANCE: Yea: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None  Absent: Tsernoglou  Approved 12/02/15
DECEMBER 8, 2015
AGENDA ITEM NO. 30

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING EXPANSION OF CURRENT MENTAL HEALTH SCREENING SERVICES IN THE INGHAM COUNTY JAIL TO INCLUDE ON CALL PERSONNEL FOR WEEKENDS AND HOLIDAYS

RESOLUTION # 15 -

WHEREAS, currently CMH provides 1.5 FTE employees Monday-Friday; 8:00 a.m. – 4:30 p.m. that provide mental health screening and referral for individuals who are flagged by ICJ staff at booking or during incarceration as having possible suicide risk or mental health symptoms; and

WHEREAS, there are no CMH staff available at ICJ from 5:00 p.m. Friday through Monday morning or on holidays. This leads to some inmates being held in observation up to 3 days before being seen by a Mental Health professional; and

WHEREAS, without CMH staff available, the deputies at the Ingham County Jail are left with the burden to determine severity; and

WHEREAS, the Ingham County Sheriff’s Office and CMH Administration worked to develop a proposal for on call Mental Health services that would be available Friday evening through Monday morning; and holidays.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a contract not to exceed $30,000 with CMH to expand mental health screening and referral for individuals at the Ingham County Jail from 5:00 p.m. Friday through Monday morning or on holidays for a time period of January 1, 2016 to December 31, 2016.

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.

HUMAN SERVICES:  Yeas:  Tennis, Nolan, Anthony, Banas, McGrain, Maiville, Case Naeyaert
Nays:  None  Absent:  None  Approved 11/30/15

FINANCE:  Yeas:  Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays:  None  Absent:  Tsernoglou  Approved 12/02/15
WHEREAS, Resolution #08-085 established a Continuum of Care Facility Advisory Board comprised of representatives from the Circuit Court/Family Division, the Community Coalition for Youth, involved agencies and additional community members; and

WHEREAS, Resolution #08-132 changed the name to the Ingham County Family Center Advisory Board; and

WHEREAS, Resolution #08-285 increased the size of the Board from nine to ten members to include a representative of the general public on the Ingham County Family Center Advisory Board; and

WHEREAS, Resolution #13-387 switched the Commissioner representative on the Committee from a member of the Judiciary Committee to a County Commissioner appointed by the Board of Commissioners; and

WHEREAS, Resolution #15-047 changed the composition of the Committee by replacing one representative from the Community Coalition for Youth to a representative of the Power of We; and

WHEREAS, it is necessary to add a Circuit Court employee as an ex-officio member to record minutes for the Advisory Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby increases the size of the Ingham County Family Center Advisory Board from 10 to 11 members by adding an ex-officio member to be held by a Circuit Court employee for purpose of recording minutes for the Ingham County Family Center Advisory Board.

BE IT FURTHER RESOLVED, that all other terms of Resolution #08-085 as amended by Resolution #08-132, Resolution #08-285, Resolution #13-387 and Resolution #15-047 shall remain in effect.

LAW & COURTS: The Law & Courts Committee will meet on 12/03/15
WHEREAS, House Bills 4947 through 4966 would treat seventeen-year-olds as juveniles rather than adults; and

WHEREAS, by changing state statutes to define seventeen-year-old defendants as eligible for services in the juvenile justice system, this places pressure on an already under-funded court system and constitutes an unfunded mandate on counties; and

WHEREAS, according to the Michigan Department of Corrections, from 2003 to 2013, there were 19,118 seventeen year olds that went through the criminal court system; with additional offenders with lower level offenses not counted in those numbers; and

WHEREAS, Ingham County has concerns that the Circuit Court/ Family Division system does not have the financial resources or capacity to handle a new population of offenders; and

WHEREAS, without additional state funding, Ingham County could not absorb the costs of programming for this population in the juvenile system.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts this resolution in opposition to House Bills 4947 through 4966 as they are currently written.

BE IT FURTHER RESOLVED, that the County Clerk shall send copies of this resolution to Governor Rick Snyder, the Ingham County State Legislative Delegation, Representative Peter Lucido, sponsor of HB 4947, Representative Martin Howrylak, Sponsor of HB 4966, Chair of the House Criminal Justice Committee Kurt Heise, and the Michigan Association of Counties.

LAW & COURTS: The Law & Courts Committee will meet on 12/03/15
Intended by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ENTER INTO A CONTRACT WITH WESTSHORE SERVICES, INC. FOR THE PURPOSE OF ADDING AND UPGRADING OUTDOOR WARNING SIRENS IN INGHAM COUNTY

RESOLUTION # 15 -

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive pass through grant funds from the FY2014 Homeland Security Grant Program (HSGP); and

WHEREAS, the purpose of these grant funds is to purchase equipment and to provide training in the Homeland Security & Emergency Management field; and

WHEREAS, the Local Planning Team has determined that the need for emergency alert and warning sirens is a funding priority; and

WHEREAS, the grant funding will be used to purchase two sirens to replace older mechanical one-way outdoor warning sirens at each of the Lansing Township Fire Stations in Ingham County; and

WHEREAS, this project serves to upgrade the emergency alert and warning siren system in Ingham County that has been completed in phases; and

WHEREAS, the siren system is controlled jointly with the City of Lansing, with the Ingham County 911 Center serving as the primary activation point - with backups at the Ingham County Emergency Operations Center and City of Lansing Emergency Operations Center; and

WHEREAS, the Michigan State Police Emergency Management and Homeland Security Division has approved the funding proposal; and

WHEREAS, the total expenditure for this proposal is $30,000.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Westshore Services, Inc. and utilizing $30,000 from the FY2014 Emergency Management Program Funding to upgrade and purchase two outdoor warning sirens.

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 Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary contract documents or purchase documents that are consistent with this resolution and approved as to form by the County Attorney.
LAW & COURTS: The Law & Courts Committee will meet on 12/03/15

FINANCE: **Yea**s: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert  
**Nays:** None  
**Absent:** Tsernoglou  
**Approved 12/02/15**
WHEREAS, the Probate Court continues to develop its imaging system; and

WHEREAS, the most recent desired development would allow Deputy Probate Registers to scan documents (using OnBase supported through ImageSoft) and thereby provide for an image of the document and the relevant docket entry to be automatically entered in our case management system (CourtView); and

WHEREAS, this “batch scanning” operation would be available for a significant percentage of Probate Court filings (namely those on Supreme Court approved forms with legible case numbers), and thus would increase efficiency; and

WHEREAS, the Court has received Statements of Work (SOWs) from both ImageSoft and CourtView totaling $19,600 and $24,807, respectively; and

WHEREAS, the SOWs appear appropriate to satisfy the Court’s needs; and

WHEREAS, the Probate Court has sufficient funding in its Capital Improvement Project (CIP) budget to pay for the SOWs.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into the SOWs with ImageSoft for up to $19,600 and CourtView for up to $24,807 for a total not to exceed $44,407, to be paid from the Court’s CIP budget.

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

LAW & COURTS: The Law & Courts Committee will meet on 12/03/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None  Absent: Tsernoglou  Approved 12/02/15
Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING CONTRACTS WITH ATTORNEYS FOR SERVICE ON MENTAL ILLNESS AND GENERAL PROBATE MATTERS

RESOLUTION # 15 -

WHEREAS, for many years the Probate Court has contracted with local attorneys to provide respondent legal representation services in involuntary mental illness (MI) matters and general Probate matters as well as respondent guardian ad litem (GAL) services; and

WHEREAS, the compensation to the attorneys providing MI attorney services ($10,000 per year), providing general Probate attorney services ($17,000 per year), and providing GAL services ($72,000) has remained unchanged over several years, and so the real compensation after cost-of-living increases has gone down; and

WHEREAS, attorneys Michael Staake and William Metros have provided MI attorney services for several years and the Probate Court would like them to continue doing so in 2016; and attorneys Robert Refior and Elias Kafantariris have provided general Probate attorney and GAL services for several years and the Probate Court would like them to continue doing so in 2016; and

WHEREAS, for the 2016 GF budget, the Probate Court requested and received from the Board of Commissioners additional funds so as to increase each above contract amount by 3%, which translates into a $2,970 total increase over all three contracts ($300 for MI attorney services, with the new total of $10,300; $510 for general Probate attorney services, with the new total of $17,510; and $2160 for GAL services, with a new total of $74,160).

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into contracts with, attorneys Michael Staake and William Metros for providing representation in involuntary mental illness attorney services up to $10,000 for the time period of January 1, 2016 through December 31, 2016.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into contracts with attorneys Robert Refior and Elias Kafantariris for providing representation in general Probate matters up to $17,000 as well as respondent guardian ad litem (GAL) attorney services up to $72,000 for the time period of January 1, 2016 through December 31, 2016.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

LAW & COURTS: The Law & Courts Committee will meet on 12/03/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None  Absent: Tsernoglou  Approved 12/02/15
Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH MICHIGAN STATE UNIVERSITY FOR THE MSU ADOLESCENT PROJECT

RESOLUTION # 15 -

WHEREAS, the Michigan State University Adolescent Project provides mentoring services for juveniles brought to the attention for the Circuit Court Family Division for delinquency and truancy matters; and

WHEREAS, under the leadership of Distinguished Professor, Dr. William Davidson, this mentoring program has served thousands of Ingham County youth over the 30 plus years it has existed; and

WHEREAS, due to increased costs of the program, the amount requested and approved in the 2016 budget is $163,132, a 1.5% increase from the 2015 budget but still slightly less than the budgeted amount several years ago prior to county wide budget reductions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Michigan State University Adolescent Project at the amount of $163,132, the approved amount in the 2016 budget, for the time period of October 1, 2015 through September 30, 2016.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

LAW & COURTS: The Law & Courts Committee will meet on 12/03/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None Absent: Tsernoglou Approved 12/02/15