AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. TIME FOR MEDITATION

V. APPROVAL OF THE MINUTES FROM DECEMBER 8, 2015 AND JANUARY 4, 2016

VI. ADDITIONS TO THE AGENDA

VII. PETITIONS AND COMMUNICATIONS

1. A LETTER OF FROM DR. MAURICE REIZEN REGARDING HIS RESIGNATION FROM THE INGHAM COUNTY BOARD OF HEALTH

2. A LETTER FROM FOSTER SWIFT COLLINS & SMITH REGARDING A NOTICE OF INTENT TO ESTABLISH CONDOMINIUM PROJECT

3. A LETTER FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY REGARDING THE AIR QUALITY DIVISION’S PENDING NEW SOURCE REVIEW APPLICATION REPORT

4. A LETTER FROM THE NATIVE AMERICAN ARTS AND CRAFTS COUNCIL REQUESTING A $1,000.00 SPONSORSHIP TO HELP OFFSET THE COST OF THEIR RIVERBANK TRADITIONAL POW WOW EVENT

VIII. LIMITED PUBLIC COMMENT

IX. CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR

X. CONSIDERATION OF CONSENT AGENDA

XI. COMMITTEE REPORTS AND RESOLUTIONS

5. COUNTY SERVICES COMMITTEE – RESOLUTION AMENDING THE BOARD RULES TO CHANGE THE SCHEDULE FOR SEVERAL BOARD OF COMMISSIONERS’ MEETINGS FOR 2016

6. COUNTY SERVICES COMMITTEE – RESOLUTION RECOGNIZING BLACK HISTORY/CULTURAL DIVERSITY MONTH IN INGHAM COUNTY
7. COUNTY SERVICES COMMITTEE – RESOLUTION TO ADOPT A SUSPENSION OF COUNTY OPERATIONS POLICY

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

9. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE TRI-COUNTY REGIONAL PLANNING COMMISSION FOR 2016 MEMBERSHIP DUES

10. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO CONTRACT FOR COMMERCIAL AND INDUSTRIAL APPRAISALS FOR THE INGHAM COUNTY EQUALIZATION DEPARTMENT

11. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING THE ACCEPTANCE OF A $500.00 RISK AVOIDANCE PROGRAM (RAP) GRANT AWARD FOR TRAINING ALL STAFF IN AUTISM AWARENESS

12. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE A SECOND PARTY AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE INGHAM COUNTY ROAD DEPARTMENT IN RELATION TO ROAD IMPROVEMENT PROJECTS FOR BARNES ROAD FROM ONONDAGA ROAD TO AURELIUS ROAD HASLETT ROAD FROM WILLIAMSTON ROAD TO M-52 HOLT ROAD FROM MERIDIAN ROAD TO ZIMMER ROAD

13. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE BRIDGE BEAM FABRICATION INSPECTION SERVICES FOR THE MARSH ROAD BRIDGE SUPERSTRUCTURE REPLACEMENT PROJECT

14. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A BRIDGE ENGINEERING DESIGN SERVICES CONTRACT EXTENSION WITH DLZ MICHIGAN, INC. FOR THE MARSH ROAD BRIDGE EMERGENCY REPAIR PROJECT

15. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE MAINTENANCE RENEWAL OF NETMOOTION FOR INGHAM COUNTY LAW ENFORCEMENT MOBILITY OFFICERS NETWORK CONNECTIVITY

16. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE THE ANNUAL LICENSING RENEWAL OF SEAMLESSDOCS

17. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION APPROVING ANNUAL 2016 COMPENSATION FOR NON-JUDICIAL COUNTY-WIDE Elected OFFICIALS
18. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION TO APPROVE GENERIC SERVICE CREDIT PURCHASE FOR COUNTY EMPLOYEE: LORA C. BRADLEY

19. COUNTY SERVICES AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING AN AGREEMENT WITH THE INGHAM CONSERVATION DISTRICT

20. HUMAN SERVICES, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE THE RELOCATION OF AT&T TRUNK AT FOREST COMMUNITY HEALTH CENTER (FCHC)

21. HUMAN SERVICES, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AGREEMENTS WITH MIDLAND COUNTY EDUCATIONAL SERVICES AGENCY FOR SERVICES ASSOCIATED WITH THE GREAT START TO QUALITY RESOURCE CENTER

22. HUMAN SERVICES, COUNTY SERVICES, AND FINANCE COMMITTEES – RESOLUTION AMENDING THE CONTRACT WITH LEN’S CARPET CARE & CONSULTANTS TO PROVIDE MOLD REMEDIATION SERVICES AT FOREST COMMUNITY HEALTH CENTER

23. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE A CONTRACT WITH BIG BROTHERS BIG SISTERS MICHIGAN CAPITAL REGION TO PROVIDE ADMINISTRATIVE OVERSIGHT AND PROGRAMMING LEADERSHIP TO THE COMMUNITY COALITION FOR YOUTH CAPITAL AREA MENTORING PARTNERSHIP PROGRAM FOR 2016

24. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE AN AGREEMENT FOR MICHIGAN STATE UNIVERSITY EXTENSION SERVICES BETWEEN MICHIGAN STATE UNIVERSITY AND INGHAM COUNTY APPROVING THE ANNUAL WORK PLAN FOR 2016

25. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND THE INGHAM COMMUNITY HEALTH CENTER BOARD BYLAWS

26. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND RESOLUTION #15-371 TO ADJUST EARLY HEAD START PARTNERSHIP EXPANSION GRANT FUNDING

27. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ENTER INTO AN AGREEMENT WITH OSIS

28. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AMEND THE SERVICE AGREEMENT WITH SHRED-IT FOR SHREDDING SERVICES

29. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO AUTHORIZE SUBCONTRACT AGREEMENTS, SUPPLY PURCHASES, AND COMPUTER PURCHASES IN SUPPORT OF THE HEALTHY START PROJECT
30. HUMAN SERVICES AND FINANCE COMMITTEES – RESOLUTION TO ENTER INTO AN AGREEMENT WITH THE MICHIGAN ASSOCIATION OF UNITED WAYS TO ACT AS THE FIDUCIARY/PAYEE FOR THE CHILDREN’S HEALTHCARE ACCESS PROGRAMS

31. LAW & COURTS COMMITTEE – RESOLUTION TO CONTINUE THE ANIMAL CONTROL SHELTER ADVISORY BOARD AND REAFFIRMING RESPONSIBILITIES AND COMPOSITION

32. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING A FIVE-YEAR SOFTWARE SUBSCRIPTION AND SERVICE AGREEMENT WITH COURTHOUSE TECHNOLOGIES, LTD FOR A COUNTY-WIDE JUROR MANAGEMENT SYSTEM AND SOFTWARE SUPPORT

33. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING THE DISPOSAL OF OASIS CENTER COMPUTER AND SECURITY MONITORING EQUIPMENT TO END VIOLENT ENCOUNTERS (EVE)

34. LAW & COURTS AND FINANCE COMMITTEES – RESOLUTION AUTHORIZING THE COMMUNITY CORRECTIONS ADVISORY BOARD (CCAB) TO CONTINUE A CONTRACT FOR STAFF CONSULTANT SERVICES FOR FY2016

XII. SPECIAL ORDERS OF THE DAY

XIII. PUBLIC COMMENT

XIV. COMMISSIONER ANNOUNCEMENTS

XV. RECESS

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 December 8, 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, Celentino, Crenshaw, Hope, Koenig, Maiville, McGrain, Naeyaert, Nolan, Schafer, and Tennis.

Members Absent: Tsernoglou.

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson McGrain asked Kevin Tobe, recipient of the Milken Family Foundation’s National Educator Award, 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 24, 2015

Commissioner Crenshaw moved to approve the minutes of the November 24, 2015 meetings. Commissioner Schafer supported the motion.

The minutes were amended as follows:

Commissioner Bahar-Cook announced that the Land Bank was having an open house on December 8th, in Mason.

The motion to approve the minutes, as amended, carried unanimously. Absent: Commissioner Tsernoglou.

ADDITIONS TO THE AGENDA

Chairperson McGrain stated that Agenda Item No. 32 would be pulled from the agenda as it was not up for consideration.

Chairperson McGrain indicated that Board rules state resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.
CALL TO ORDER

Chairperson McGrain called the January 4, 2016 Organizational Meeting of the Ingham County Board of Commissioners to order at 6:00 p.m.

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

Members Absent at Roll Call: Koenig, Nolan, and Tennis.

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson McGrain asked Travis Parsons, Human Resources Director, to lead those present in the Pledge of Allegiance.

MEDITATION

A moment of silence was observed.

LIMITED PUBLIC COMMENT

Commissioner Tennis arrived at 6:02 p.m.

Beth Rhodes, volunteer at the Ingham County Animal Shelter, addressed the board regarding County policy on the use of vehicles for volunteers.

ADDITIONS TO THE AGENDA

Chairperson McGrain indicated that Board rules state resolutions will ordinarily be referred to a committee unless there is a 2/3 vote to allow the resolution to be considered by the Board immediately. He then asked if there was a motion to consider the following resolutions:

Resolution Approving a Collective Bargaining Agreement with Ingham County Employee’s Association – Park Rangers

Resolution Approving a Collective Bargaining Agreement with the Command Officers Association of Michigan – 911 Supervisors

Resolution Approving a Collective Bargaining Agreement with Teamsters Local 243 – Potter Park Zoo Supervisory Unit

Resolution Approving a Collective Bargaining Agreement with Local 512 Office and Professional Employees International Union - Supervisors Unit
Resolution Approving a Collective Bargaining Agreement with Local 512 Office and Professional Employees International Union - Technical Clerical Unit

Resolution Approving a Collective Bargaining Agreement with Ingham County Employee’s Association – Professional Court Employees

Resolution Approving a Letter of Understanding for Personal Leave with Capital City Lodge No. 141, Fraternal Order of Police, Labor Program Inc. – Corrections Non-Supervisory Unit

Commissioner Crenshaw moved to add the seven resolutions to the agenda. Commissioner Schafer seconded the motion. The motion to add the seven resolutions to the agenda carried unanimously. Absent: Commissioners Koenig and Nolan.

PETITIONS AND COMMUNICATIONS

A Memo from Travis Parsons, Human Resources Director, Regarding the Ingham County Employee’s Association, Park Rangers, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Command Officers Association of Michigan, 911 Supervisors, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Teamsters Local 243, Potter Park Zoo Supervisory Unit, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Local 512 Office and Professional Employees International Union, Supervisors Unit, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Local 512 Office and Professional Employees International Union, Technical Clerical Unit, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Ingham County Employee’s Association, Professional Court Employees, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

ELECTION OF OFFICERS

CHAIRPERSON: Chairperson McGrain opened the floor to nominations for the position of Chairperson of the Board. Commissioner Bahar-Cook nominated Vice-Chairperson Hope for Chairperson. Commissioner Crenshaw seconded the nomination. Commissioner Crenshaw, supported by Commissioner Anthony, moved to close the nominations.

The motion to close nominations carried unanimously. The motion to elect Kara Hope to the position of Chairperson carried unanimously. Absent: Commissioners Koenig and Nolan.
VICE CHAIRPERSON: Chairperson Hope opened the floor for nominations to the position of Vice-Chairperson of the Board. Commissioner Crenshaw nominated Commissioner Anthony for Vice-Chairperson. Commissioner Tennis seconded the nomination. Commissioner Tennis, supported by Commissioner Bahar-Cook, moved to close the nominations.

The motion to close nominations carried unanimously. The motion to elect Sarah Anthony to the position of Vice-Chairperson carried unanimously. Absent: Commissioners Koenig and Nolan.

VICE CHAIRPERSON PRO-TEM: Chairperson Hope opened the floor for nominations to the position of Vice Chairperson Pro-tem of the Board. Commissioner Case-Naeyaert nominated Commissioner Maiville. Commissioner Tennis seconded the nomination. Commissioner Case-Naeyaert, supported by Commissioner McGrain, moved to close the nominations.

The motion to close nominations carried unanimously. The motion to elect Randy Maiville to the position of Vice-Chairperson Pro-Tem carried unanimously. Absent: Commissioners Koenig and Nolan.

CONSIDERATION OF A CONSENT AGENDA:

Chairperson Hope stated that the Board of Commissioners adopted a procedure whereby they used a partial Consent Agenda in order to expedite meetings. He further stated that under the procedure, the Board would group some non-controversial resolutions together and vote on them in one motion without discussion. Chairperson Hope stated that the Board kept out of the consent agenda resolutions that required a roll call vote, resolutions that needed discussion, and resolutions that provided important information. He further stated that the Board’s procedures stated that any single member of the Board could identify specific resolutions to be discussed and voted on separately.

Commissioner Maiville made a motion to approve all resolutions for the Consent Agenda. Commissioner Schafer seconded the motion. Items on the consent agenda were adopted by unanimous roll call vote. Absent: Commissioners Koenig and Nolan.
COMMITEE REPORTS AND RESOLUTIONS:

ADOPTED - JANUARY 4, 2016
AGENDA ITEM NO. 10

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT
WITH INGHAM COUNTY EMPLOYEE’S ASSOCIATION – PARK RANGERS

RESOLUTION #16 - 001

WHEREAS, an agreement has been reached between representatives of Ingham County and the Ingham County Employee’s Association (ICEA) – Park Rangers for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and the Ingham County Employee’s Association (ICEA) – Park Rangers 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.

Adopted as part of the consent agenda.
Introducing the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE COMMAND OFFICERS ASSOCIATION OF MICHIGAN – 911 SUPERVISORS

RESOLUTION #16 – 002

WHEREAS, an agreement has been reached between representatives of Ingham County and the Command Officers Association of Michigan (COAM) – 911 Supervisors for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and the Command Officers Association of Michigan (COAM) – 911 Supervisors unit 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.

Adopted as part of the consent agenda.
INTRODUCED BY THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH TEAMSTERS LOCAL 243 – POTTER PARK ZOO SUPERVISORY UNIT

RESOLUTION #16 - 003

WHEREAS, an agreement has been reached between representatives of Ingham County and the Teamsters Local 243 – Potter Park Zoo Supervisory Unit for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and the Teamsters Local 243 – Potter Park Zoo Supervisory Unit 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.

Adopted as part of the consent agenda.
WHEREAS, an agreement has been reached between representatives of Ingham County and Local 512 Office and Professional Employees International Union – Supervisors Unit for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and Local 512 Office and Professional Employees International Union 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.

Adopted as part of the consent agenda.
WHEREAS, an agreement has been reached between representatives of Ingham County and Local 512 Office and Professional Employees International Union for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and Local 512 Office and Professional Employees International Union 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.

Adopted as part of the consent agenda.
ADOPTED - JANUARY 4, 2016
AGENDA ITEM NO. 15

INTRODUCED BY:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING COLLECTIVE BARGAINING AGREEMENT
WITH INGHAM COUNTY EMPLOYEE’S ASSOCIATION – PROFESSIONAL COURT EMPLOYEES

RESOLUTION #16 - 006

WHEREAS, an agreement has been reached between representatives of Ingham County and the Ingham County Employee’s Association (ICEA) – Professional Court Employees for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and the Ingham County Employee’s Association (ICEA) – Professional Court Employees 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.

Adopted as part of the consent agenda.
ADOPTED - JANUARY 4, 2016
AGENDA ITEM NO. 16

INTRODUCED BY THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A LETTER OF UNDERSTANDING FOR PERSONAL LEAVE WITH CAPITAL CITY LODGE NO. 141, FRATERNAL ORDER OF POLICE, LABOR PROGRAM INC. – CORRECTIONS NON-SUPERVISORY UNIT

RESOLUTION #16 - 007

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 an issue regarding the approval of benefit leave due to a staffing shortage; and

WHEREAS, the parties wish to supplement the contract regarding unused Personal Leave; and

WHEREAS, a Letter of Understanding addressing the dispensation of unused Personal Leave as of December 31, 2015 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.

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 Unit is incorporated by reference and attached to this resolution.

Adopted as part of the consent agenda.
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

PERSONAL LEAVE

WHEREAS, the current collective bargaining agreement between the parties provides in Article 36, PERSONAL LEAVE, Section 2c that personal leave must be used during each calendar year in which the time is credited and any unused time will not carry over to the next calendar year; and

WHEREAS, due to the current staffing shortages presently existing in the Sheriff’s Office, employees are unable to schedule the use of this benefit leave prior to December 31, 2015; and

WHEREAS, the parties wish to resolve the issue and avoid the loss of Personal Leave due to unforeseen circumstances beyond their control; and

WHEREAS, the parties have come to agreement on the dispensation of unused Personal Leave as of December 31, 2015.

NOW, THEREFORE, IT IS HEREBY AGREED between the parties as follows:

1. The unused Personal Leave hours as of December 31, 2015 will be transferred to the employee’s vacation balance.

2. The current Letter of Understanding regarding Maximum Vacation Accumulation will be applicable to the resolution of this issue.

IT IS FURTHER AGREED THAT this Letter of Understanding shall be unique to this case. It is expressly understood this agreement shall be without precedent or prejudice for any future circumstances.
IN WITNESS WHEREOF, the parties have executed this Agreement by their authorized representative this ______ day of ____________________. 2016.

COUNTY OF INGHAM

Kara Hope, Chairperson Date

SHERIFF OF INGHAM COUNTY

Sheriff Gene Wriggelsworth Date

CAPITOL CITY LODGE #141, FRATERNAL ORDER OF POLICE, LABOR PROGRAM INC.

Tom Krug, Executive Director Date

Steven T. Lett, Attorney Date

Jack Bonner Date

APPROVED AS TO FORM FOR INGHAM COUNTY

COHL, STOKER & TOSKEY, PC.

By_______________________________________

Bonnie G. Toskey
SPECIAL ORDERS OF THE DAY:

STANDING COMMITTEE APPOINTMENTS: Chairperson Hope made the following appointments to standing committees. The first person named will serve Chairperson of the committee; second person named will serve as Vice Chairperson of the Committee:

County Services Committee: Commissioners Nolan (Chair), Koenig (Vice-Chair), Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville.

Finance Committee: Commissioners Bahar-Cook (Chair), Tennis (Vice-Chair), McGrain, Crenshaw, Anthony, Schafer, Case-Naeyaert.

Human Services Committee: Commissioners McGrain (Chair), Banas (Vice-Chair), Tennis, Koenig, Nolan, Hope, Case-Naeyaert.

Law and Courts Committee: Commissioners Crenshaw (Chair), Celentino (Vice-Chair), Tsernoglou, Anthony, Banas, Schafer, Maiville.

Commissioner Crenshaw moved to confirm the Standing Committee Appointments for 2016. Commissioner Celentino seconded the motion. The motion passed unanimously. Absent: Commissioners Koenig and Nolan.

OTHER APPOINTMENTS: Chairperson Hope made the following Commissioner and staff appointments to other advisory boards and commissions:

<table>
<thead>
<tr>
<th>Board/Committee</th>
<th>Assignee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Area Michigan (WORKS) Board</td>
<td>Commissioners Anthony, Bahar-Cook, and Tsernoglou</td>
</tr>
<tr>
<td>CARTS Committee</td>
<td>Jared Cypher, Deputy Controller (No alternate.)</td>
</tr>
<tr>
<td>CATA Board</td>
<td>Commissioner Anthony and Mark Grebner</td>
</tr>
<tr>
<td>Capital Region Airport Authority Liaison</td>
<td>Commissioner Crenshaw</td>
</tr>
<tr>
<td>Community Mental Health Authority</td>
<td>Commissioner Koenig</td>
</tr>
<tr>
<td>Community Services Administration</td>
<td>Treasurer Schertzing and Commissioner Koenig</td>
</tr>
<tr>
<td>Convention Visitors Bureau</td>
<td>Commissioner McGrain</td>
</tr>
<tr>
<td>Drainage Board</td>
<td>Commissioners Hope (Chair) and Bahar-Cook (Finance Chair)</td>
</tr>
<tr>
<td>Equal Opportunity Committee</td>
<td>Commissioner Hope as alternate.</td>
</tr>
<tr>
<td>Ingham County Chapter, Michigan Townships Association</td>
<td>Commissioners Case-Naeyaert and Maiville</td>
</tr>
<tr>
<td>Ingham Family Center Advisory Board</td>
<td>Commissioner Crenshaw</td>
</tr>
<tr>
<td>McLaren Board of Directors</td>
<td>Linda Vail, Health Officer</td>
</tr>
<tr>
<td>Lansing Area Safety Council</td>
<td>Commissioner Koenig</td>
</tr>
<tr>
<td>Local Emergency Planning Committee</td>
<td>Commissioner Schafer</td>
</tr>
<tr>
<td>LEAP</td>
<td>Commissioner Bahar-Cook (Commissioner Anthony as alternate.)</td>
</tr>
<tr>
<td>MALPH Board</td>
<td>Linda Vail, Health Officer</td>
</tr>
</tbody>
</table>
Commissioner McGrain moved to confirm the appointments for 2016. Commissioner Banas seconded the motion. Motion carried unanimously. Absent: Commissioners Koenig and Nolan.

Chairperson Hope stated that if any Commissioners were currently serving on a Board, and their name was not read, their term had not expired and they were still a member of that Board.

**PUBLIC COMMENT**

None.

**COMMISSIONER ANNOUNCEMENTS**

Commissioner Crenshaw announced that at the next Board of Commissioners Meeting, the Ingham County Youth Commission would present a report. He further announced that the Ingham County Diversity Luncheon would be on February 25 at the Fair Building.

Commissioner McGrain announced that the Human Services Committee would not be meeting on Monday, January 18, as the County would be closed in honor of Martin Luther King Jr. Day.

Vice-Chairperson Anthony congratulated Commissioner Tsernoglou on her new family member.

Chairperson Hope introduced several members of her family present at the meeting.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:16 p.m.
DECEMBER 8, 2015 REGULAR MEETING

Agenda Item No. 37 - Resolution Congratulating the Capital Area Hispanic Community Representative and the Greater Lansing Hispanic Chamber of Commerce on the Event of the 33rd Annual Hispanic Christmas Symposium

Agenda Item No. 38 - Resolution to Oppose Senate Bill 280

The vote to add the resolution to the agenda carried unanimously. Absent: Commissioner Tsernoglou.

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

Becky Bennett, Board Coordinator, addressed the Board regarding the denial.

Alice Dreger addressed the Board regarding the denial.

Peter Cohl, County Attorney, stated that all the information requested by the FOIA was given but not in the requested format.

Ms. Dreger stated that she was satisfied with Mr. Cohl’s answer.

There was a discussion about the withdrawal of the appeal.

Mr. Cohl recommended that the Board vote on the denial.

Commissioner Koenig stated the County Attorney could not answer whether Clerk Barb Byrum had any emails, communications, or texts from a person who called themselves Steve Meadows.

Mr. Cohl stated that the response was whether any other documents existed, and the response by Clerk Byrum to Ms. Bennett was no.

Commissioner Koenig stated that the request was for any communications between Clerk Byrum and the person that called themselves Steve Meadows.

There was a discussion regarding the specifics of the request.

Commissioner Crenshaw, supported by Commissioner Tennis, moved to deny the FOIA request.

Commissioner Bahar-Cook asked if the IT Department did searches of communications between parties when FOIA requests were submitted.

Ms. Bennett answered that it depended on the amount of emails.

Commissioner Nolan stated that she would appreciate a statement in writing from Clerk Byrum that stated she had turned over all information related to Steve Meadows.

The motion carried unanimously. Absent: Commissioner Tsernoglou.
Commissioner Nolan, supported by Commissioner Koenig, moved to request that Clerk Byrum put in writing that she had turned over all materials related to the person who called themselves Steve Meadows.

Commissioner Anthony stated that she was confused as to if the Board had the authority to request such information.

Peter Cohl stated that the Board could request the information, but Clerk Byrum would be under no requirement to provide it.


PETITIONS AND COMMUNICATIONS

2014 Treasurer’s Annual Report. Chairperson McGrain Accepted and Placed on File.

A Letter from Charlene Crosby Regarding Her Resignation from the Ingham County Equal Opportunity Committee. Accepted and Placed on File. Chairperson McGrain Accepted and Placed on File.

A Notice of Public Hearing From the City of Lansing Regarding the Approval of Brownfield Plan #46c. Chairperson McGrain Referred the Notice to the Finance Committee.

A Notice of Public Hearing From the City of Lansing Regarding the Approval of Brownfield Plan #63. Chairperson McGrain Referred the Notice to the Finance Committee.

An Email from Valerie Keefe Regarding Her Resignation from the Ingham County Women’s Commission. Chairperson McGrain Accepted and Placed on File.

LIMITED PUBLIC COMMENT

Mark Hooper addressed the Board regarding Forsberg Drive.

Ann Larsen addressed the Board regarding the FOIA appeal.

CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIR

None.

CONSIDERATION OF CONSENT AGENDA

Commissioner Maiville moved to adopt a consent agenda consisting of all action items except Agenda Item No. 3, 22, 25, and 37. Commissioner Case-Naeyaert supported the motion.

The motion carried unanimously. Absent: Commissioner Tsernoglou.

Items on the consent agenda were adopted by unanimous roll call vote. Items voted on separately are so noted in the minutes. Absent: Commissioner Tsernoglou.
AGENDA ITEM NO. 2

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE RELEASE OF ATTORNEY/CLIENT PRIVILEGED COMMUNICATION

RESOLUTION # 15 - 453

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

Approved as part of the consent agenda.
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

Commissioner Celentino moved to approve the resolution. Commissioner Crenshaw supported the motion.

Commissioner Banas presented Mr. Tobe with a copy of the resolution.

Mr. Tobe thanked the Board of Commissioners for all the work they had done for the community and accepted the resolution.
Commissioner Case-Naeyaert congratulated Mr. Tobe.

The motion passed unanimously. Absent: Commissioner Tsernoglou
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 - 455

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

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>
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<td>BOSS ENGINEERING</td>
<td>COMMERCIAL DRIVE</td>
<td>BISHOP RD &amp; M-99</td>
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<td>CABLE / UG</td>
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<td>DELHI TOWNSHIP</td>
<td>MANHOLE REPLACEMENT</td>
<td>VARIOUS</td>
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<td>STORM SEWER</td>
<td>HOMER ST &amp; COVINGTON CT</td>
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<td>ENBRIDGE ENERGY</td>
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<td>CLINTON ST &amp; ARDMORE AVE</td>
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DECEMBER 8, 2015 REGULAR MEETING

ADOPTED - DECEMBER 8, 2015
AGENDA ITEM NO. 5

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DR. MARTIN LUTHER KING, JR.

RESOLUTION # 15 - 456

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

Approved as part of the consent agenda.
Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT A WHISTLEBLOWER PROTECTION POLICY

RESOLUTION # 15 - 457

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

Approved as part of the consent agenda.
Whistleblower Protection Policy

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:
DECEMBER 8, 2015 REGULAR MEETING

ADOPTED - DECEMBER 8, 2015
AGENDA ITEM NO. 7

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ASKING COUNTY-WIDE ELECTED OFFICIALS TO ADOPT
THE INGHAM COUNTY ETHICS POLICY

RESOLUTION # 15 - 458

WHEREAS, on May 23, 1995 the Ingham County Board of Commissioners adopted a set of Ethics Policies intended to guide the conduct of Commissioners, Board staff and other County employees; and

WHEREAS, experience with those policies has been generally positive; and

WHEREAS, several ideas for extending, clarifying and improving those policies have been put forth; and

WHEREAS, Constitutional and statutory elected County officials are responsible for adoption of policies and procedures governing their respective offices; and

WHEREAS, from time to time circumstances arise which may bring such officials’ public duties into conflict with a private role; 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, 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
Approved as part of the consent agenda.
RESOLUTION AUTHORIZING STANDARDS OF CONDUCT FOR INGHAM COUNTY VENDORS

RESOLUTION # 15 - 459

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

Approved as part of the consent agenda.
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.
DECEMBER 8, 2015 REGULAR MEETING

- 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 - 460

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

Approved as part of the consent agenda.
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, Woodbridge, 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

Approved as part of the consent agenda.
RESOLUTION RESCINDING THE 2014 INCREASE IN FUNDING FOR THE REVOLVING DRAIN FUND (FUND 802)

RESOLUTION # 15 - 462

WHEREAS, the County of Ingham, State of Michigan (the "County"), established a revolving drain fund (the "Revolution 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

Approved as part of the consent agenda.
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

Approved as part of the consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 15 - 464

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 Naeyaert
Nays: None  Absent: Tsernoglou  Approved 12/02/15

Approved as part of the consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE PURCHASE, INSTALLATION AND CONFIGURATION OF THE PRIMARY AND SECONDARY STORAGE AREA NETWORKS FROM AVALON TECHNOLOGIES

RESOLUTION # 15 - 465

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:  **Yea**s: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville  
                 **Nays:** None      **Absent:** None      **Approved 12/01/15**

FINANCE:  **Yea**s: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert  
          **Nays:** None      **Absent:** Tsernoglou    **Approved 12/02/15**

Approved as part of the consent agenda.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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 - 466

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

Approved as part of the consent agenda.
ADOPTED - DECEMBER 8, 2015
AGENDA ITEM NO. 16

Introduced 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 - 467

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

Approved as part of the consent agenda.
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 15 - 468

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

Approved as part of the consent agenda.
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 - 469

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

Approved as part of the consent agenda.
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 - 470

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

Approved as part of the consent agenda.
ADOPTED - DECEMBER 8, 2015
AGENDA ITEM NO. 20

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 - 471

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

Approved as part of the consent agenda.
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 REIZE N

RESOLUTION # 15 - 472

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 15 - 473

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

Commissioner Tennis moved to approve the resolution. Commissioner Schafer supported the motion.

Commissioner Koenig stated that the contract could have been put out several months ago. She further stated that she would be objecting to the resolution because she opposed sole source vendors.

Commissioner Anthony stated that the resolution was discussed at the Finance Committee.
Jared Cypher, Deputy Controller, addressed the Board on why Mary Lannoye was chosen for the contract.

Commissioner Nolan stated that she would like the County Services staff person to contact Jim Hudgins, Budget Director, and put RFPs out for service contracts of a certain amount on the agenda.

Commissioner Bahar-Cook stated that Mr. Hudgins provided a flow chart of purchasing decisions at the previous County services meeting

The motion carried. **Yea**: Anthony, Bahar-Cook, Banas, Crenshaw, Hope, Maiville, McGrain, Naeyaert, Nolan, Schafer, and Tennis **Nay**: Celentino and Koenig **Absent**: Tsernoglou
ADOPTED - DECEMBER 8, 2015
AGENDA ITEM NO. 23

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 - 474

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY FOR 2015-2016

RESOLUTION # 15 - 475

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

Approved as part of the consent agenda.
DECEMBER 8, 2015 REGULAR MEETING

ADOPTED - 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 - 476

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

Moved by Commissioner Tennis moved to approve the resolution. Commissioner Celentino supported the motion.
Commissioner Schafer stated that he did not like the direction of the Environmental Department and that since the fees were levied, the government should provide that service.

<table>
<thead>
<tr>
<th>Location of Service</th>
<th>Fee Description</th>
<th>Maximus calculated Cost 2014</th>
<th>Target Percent</th>
<th>2016 Proposed Fee</th>
<th>Units</th>
<th>FY 16 Projected Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FOOD SERVICE SANITATION PROGRAM</strong></td>
<td>Food Service Establishment License Fee</td>
<td>$585</td>
<td>60%</td>
<td>$470.00</td>
<td>360</td>
<td>$169,200.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 1 (see definition below) - License Fee *</td>
<td>$1,214</td>
<td>80%</td>
<td>$970.00</td>
<td>6</td>
<td>$5,820.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 1 (see definition below) - Full Plan Review</td>
<td>$645</td>
<td>60%</td>
<td>$515.00</td>
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<td>$13,390.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 1 (see definition below) - New Owner/Eval plan review</td>
<td>$774</td>
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<td>$620.00</td>
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<td>$1,240.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 2 (see definition below) - License Fee *</td>
<td>$508</td>
<td>60%</td>
<td>$454.00</td>
<td>407</td>
<td>$226,515.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 2 (see definition below) - Full Plan Review</td>
<td>$1,689</td>
<td>80%</td>
<td>$1,350.00</td>
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<td>$33,750.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 2 (see definition below) - New Owner/Eval</td>
<td>$905</td>
<td>60%</td>
<td>$725.00</td>
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<td>$18,850.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 2 (see definition below) - New Owner w/minimal plan review</td>
<td>$950</td>
<td>80%</td>
<td>$760.00</td>
<td>12</td>
<td>$9,120.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 3 (see definition below) - License Fee *</td>
<td>$1,145</td>
<td>80%</td>
<td>$915.00</td>
<td>172</td>
<td>$157,380.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 3 (see definition below) - Full Plan Review</td>
<td>$2,429</td>
<td>80%</td>
<td>$1,945.00</td>
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<td>$50,570.00</td>
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<tr>
<td>Env. Health</td>
<td>Category 3 (see definition below) - New Owner/Eval</td>
<td>$3,320</td>
<td>80%</td>
<td>$2,655.00</td>
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<td>$14,770.00</td>
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<td>Env. Health</td>
<td>Category 3 (see definition below) - New Owner w/minimal plan review</td>
<td>$1,462</td>
<td>80%</td>
<td>$1,170.00</td>
<td>2</td>
<td>$2,340.00</td>
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<tr>
<td>Env. Health</td>
<td>Mobile - License Fee *</td>
<td>$453</td>
<td>80%</td>
<td>$369.00</td>
<td>1</td>
<td>$360.00</td>
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<tr>
<td>Env. Health</td>
<td>Mobile - Full Plan Review</td>
<td>$621</td>
<td>80%</td>
<td>$496.00</td>
<td>1</td>
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<tr>
<td>Env. Health</td>
<td>Mobile - New Owner/Eval</td>
<td>$516</td>
<td>80%</td>
<td>$412.00</td>
<td>1</td>
<td>$415.00</td>
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<tr>
<td>Env. Health</td>
<td>STFU - License Fee * (state mandated fee)</td>
<td>$453</td>
<td>34%</td>
<td>$152.00</td>
<td>152</td>
<td>$23,160.00</td>
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<tr>
<td>Env. Health</td>
<td>STFU - Full Plan Review</td>
<td>$621</td>
<td>80%</td>
<td>$496.00</td>
<td>25</td>
<td>$12,375.00</td>
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<tr>
<td>Env. Health</td>
<td>STFU - New Owner/Eval</td>
<td>$557</td>
<td>80%</td>
<td>$446.00</td>
<td>1</td>
<td>$445.00</td>
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<tr>
<td>Env. Health</td>
<td>Temporary Food License</td>
<td>$373</td>
<td>50%</td>
<td>$195.00</td>
<td>111</td>
<td>$21,845.00</td>
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<tr>
<td>Env. Health</td>
<td>Seasonal Facilities - License Fee *</td>
<td>$550</td>
<td>50%</td>
<td>$275.00</td>
<td>43</td>
<td>$11,825.00</td>
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<tr>
<td>* Includes State of Michigan fee of $29 for fixed food licenses and $8 for temporary licenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>n/a</td>
<td>$0.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Other Food Service Fees**

| Env. Health | Late Fee for Food License effective 1st day after April 30th | $135.00 | 0 | $0.00 |
| Env. Health | Late Fee for Temporary Food License application less than 5 days prior to event (in addition to the $195 license) | $195.00 | 0 | $0.00 |
| Env. Health | Inspection fee for STFU | $382 | 24% | $90.00 | 92 | $8,280.00 |
| Env. Health | Vending License | $493 | 20% | $100.00 | 80 | $8,000.00 |
| Env. Health | Contruction/Remodeling that begins without approved plans (**) | $996 | 80% | $996.00 | 2 | $1,590.00 |
| Env. Health | Food Service plan review re-evaluation or re-submission | $500.00 | 1 | $500.00 |

**Enforcement Food Service Program Fees**

| Env. Health | Informal Hearing Fee (**) | $1,126 | 90% | $395.00 | 98 | $37,730.00 |
| Env. Health | Formal Hearing Fee (**) | $1,126 | 100% | $1,126.00 | 1 | $1,126.00 |
| Env. Health | Follow Up inspection to assess compliance for critical violations (**) | $524 | 100% | $524.00 | 45 | $2,250.00 |
| Env. Health | Fee for new owner operating without new license | $510 | 80% | $408.00 | 3 | $1,224.00 |
| (**) = Fine |

**WATER SUPPLY WELL & ON-SITE SEPTIC DISPOSAL PROGRAM**

<p>| Env. Health | Well - permit to construct or alter a private residential, type II, or type III well | $429 | 90% | $386.00 | 96 | $37,730.00 |
| Env. Health | Septic - new or repair permit for residential or commercial | $948 | 90% | $854.00 | 101 | $97,750.00 |
| Env. Health | Combined - well &amp; septic | $1,166 | 90% | $1,049.00 | 80 | $83,920.00 |
| Env. Health | Septic - new/repair septic tank only | $391 | 90% | $352.00 | 35 | $8,570.00 |
| Env. Health | Well - Sanitary survey, public non community Type II - transient well | $475 | 90% | $427.00 | 25 | $5,620.00 |
| Env. Health | Well - Sanitary survey, public non community Type II non - transient Well | $550 | 90% | $495.00 | 5 | $2,475.00 |
| Env. Health | Septic Evaluation - application for residential or commercial lot &amp; soil evaluation | $430 | 90% | $387.00 | 25 | $9,750.00 |</p>
<table>
<thead>
<tr>
<th>Service Description</th>
<th>Rate</th>
<th>Percentage</th>
<th>Fee</th>
<th>Units</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Septic Evaluation - plan review for engineered system</td>
<td>$348</td>
<td>80%</td>
<td>$331.00</td>
<td>61</td>
<td>$18,971.00</td>
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<tr>
<td><strong>BODY ART FACILITY PROGRAM</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>License renewal</td>
<td>$414</td>
<td>80%</td>
<td>$330.00</td>
<td>15</td>
<td>$4,950.00</td>
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<tr>
<td>Full plan review</td>
<td>$538</td>
<td>80%</td>
<td>$430.00</td>
<td>4</td>
<td>$1,720.00</td>
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<tr>
<td><strong>CAMPGROUND INSPECTIONS</strong></td>
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</tr>
<tr>
<td>Permanent Campground</td>
<td>$417</td>
<td>100%</td>
<td>$415.00</td>
<td>9</td>
<td>$3,735.00</td>
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<tr>
<td>Temporary Campground</td>
<td>$188</td>
<td>100%</td>
<td>$185.00</td>
<td>2</td>
<td>$370.00</td>
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<tr>
<td><strong>MORTGAGE CERTIFICATION INSPECTIONS (POINT OF SALE)</strong></td>
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<td></td>
</tr>
<tr>
<td>Point of Sale - Application/Administrative processing fee</td>
<td>$299</td>
<td>Market 85%</td>
<td>$250.00</td>
<td>510</td>
<td>$127,500.00</td>
</tr>
<tr>
<td>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>
</tr>
<tr>
<td>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>
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<tr>
<td>Point of Sale - Well evaluation</td>
<td>$220</td>
<td>Market 100%</td>
<td>$220.00</td>
<td>0</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>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>
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<tr>
<td><strong>CHILD CARE AND ADULT FOSTER CARE INSPECTIONS</strong></td>
<td></td>
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</tr>
<tr>
<td>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>
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<tr>
<td><strong>POOLS</strong></td>
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<tr>
<td>Pool Inspection</td>
<td>$178</td>
<td>100%</td>
<td>$175.00</td>
<td>175</td>
<td>$30,825.00</td>
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<tr>
<td>Additional pool at the same location</td>
<td>$100</td>
<td>0%</td>
<td>$100.00</td>
<td>0</td>
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<tr>
<td>Re-inspection fee after violation</td>
<td>$200</td>
<td>0%</td>
<td>$200.00</td>
<td>0</td>
<td>$0.00</td>
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<tr>
<td><strong>TOBACCO &amp; E-CIGARETTE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>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>
</tr>
<tr>
<td>Tobacco &amp; E-cigarette sales license - Not East Lansing</td>
<td>$374</td>
<td>90%</td>
<td>$335.00</td>
<td>239</td>
<td>$80,065.00</td>
</tr>
<tr>
<td>Tobacco &amp; E-cigarette Change of Ownership Fee - East Lansing</td>
<td>$130</td>
<td>5%</td>
<td>$650.00</td>
<td>5</td>
<td>$650.00</td>
</tr>
<tr>
<td>Tobacco &amp; E-cigarette Change of Ownership Fee - Not East Lansing</td>
<td>$150</td>
<td>9%</td>
<td>$1,350.00</td>
<td>9</td>
<td>$1,350.00</td>
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<tr>
<td><strong>POOL LICENSE &amp; FEES</strong></td>
<td></td>
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<tr>
<td>Tobacco &amp; E-cigarette sales license vending machine</td>
<td>$335</td>
<td>1%</td>
<td>$335.00</td>
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<td>$335.00</td>
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<tr>
<td>Temporary Tobacco License - Sampling Permit</td>
<td>$350</td>
<td>0%</td>
<td>$350.00</td>
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<tr>
<td>Late Fee and/or failure to report change of ownership (**)</td>
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<td>0%</td>
<td>$200.00</td>
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<tr>
<td><strong>POLLUTION PREVENTION PROGRAM (P2)</strong></td>
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<tr>
<td>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>131</td>
<td>$9,170.00</td>
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<tr>
<td>Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) - Reporting Fee</td>
<td>$145.00</td>
<td>90%</td>
<td>$13,050.00</td>
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<td>$13,050.00</td>
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<tr>
<td>Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Reporting Fee</td>
<td>$145.00</td>
<td>213%</td>
<td>$30,885.00</td>
<td>213</td>
<td>$30,885.00</td>
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<tr>
<td>Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Inspection Fee</td>
<td>$235.00</td>
<td>81%</td>
<td>$19,035.00</td>
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<td>$19,035.00</td>
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<td>Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) - Inspection Fee</td>
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<td>107%</td>
<td>$23,540.00</td>
<td>107</td>
<td>$23,540.00</td>
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<tr>
<td>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>21</td>
<td>$7,350.00</td>
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<tr>
<td><strong>USE hourly rate for Plan Review &amp; Consultation</strong></td>
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<tr>
<td><strong>MISC FEES</strong></td>
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<tr>
<td>Hourly rate for services not specified in the fee schedule</td>
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<td>0%</td>
<td>$100.00</td>
<td>0</td>
<td>$100.00</td>
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<tr>
<td>Late fee for all licenses not specified above, effective 30 days after due date</td>
<td>$130.00</td>
<td>0%</td>
<td>$130.00</td>
<td>0</td>
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<tr>
<td>Sanitary Code appeal fee</td>
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<td>0%</td>
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<td>Returned check fee</td>
<td>$30.00</td>
<td>0%</td>
<td>$30.00</td>
<td>0</td>
<td>$30.00</td>
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</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 - 477

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: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None Absent: Tsernoglou Approved 12/02/15

Approved as part of the consent agenda.
DECEMBER 8, 2015 REGULAR MEETING

ADOPTED - DECEMBER 8, 2015
AGENDA ITEM NO. 27

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 - 478

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

Approved as part of the consent agenda.
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 Community Health Center Board 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.

**WITNESSED BY:**

**COUNTY OF INGHAM**

Date By: ________________________________

Brian McGrain, Chairperson
Board of Commissioners

**INGHAM COUNTY COMMUNITY HEALTH CENTER BOARD**

Date By: ________________________________

Jon Villasurda, Chairperson
Community Health Center Board

**INGHAM COUNTY HEALTH DEPARTMENT**

Date By: ________________________________

Linda Vail, Health Officer
Health Department

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

By: ________________________________

Timothy M. Perrone
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE 2015-2016 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

RESOLUTION # 15 - 479

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

Approved as part of the consent agenda.
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 - 480

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
DECEMBER 8, 2015 REGULAR MEETING

FINANCE:  Yeas:  Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
          Nays:  None  Absent:  Tsernoglou  Approved 12/02/15

Approved as part of the consent agenda.
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 - 481

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

Approved as part of the consent agenda.
Introduced by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING RESOLUTION #08-085 INCREASING THE SIZE OF
THE INGHAM COUNTY FAMILY CENTER ADVISORY BOARD
BY ADDING AN EX-OFFICIO MEMBER

RESOLUTION # 15 - 482

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: Yeas: Hope, Crenshaw, Koenig, Nolan, and Schafer
Nays: None Absent: Tsernoglou and Celentino Approved 12/03/15

Approved as part of the consent agenda.
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.
DECEMBER 8, 2015 REGULAR MEETING

LAW & COURTS:  Yeas:  Hope, Crenshaw, Koenig, Nolan, and Schafer
Nays:  None  Absent:  Tsernoglou and Celentino  Approved  12/03/15

FINANCE:  Yeas:  Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays:  None  Absent:  Tsernoglou  Approved  12/02/15

Approved as part of the consent agenda.
Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING STATEMENTS OF WORK WITH IMAGESOFT
AND COURTVIEW FOR BATCH SCANNING PROJECT

RESOLUTION # 15 - 484

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:  Yeas: Hope, Crenshaw, Koenig, Nolan, and Schafer
Nays: None  Absent: Tsernoglou and Celentino  Approved 12/03/15

FINANCE:  Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None  Absent: Tsernoglou  Approved 12/02/15

Approved as part of the consent agenda.
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 - 485

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 Kafantaris 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 Kafantaris 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:  Yeas: Hope, Crenshaw, Koenig, Nolan, and Schafer
Nays: None  Absent: Tsernoglou and Celentino  Approved 12/03/15
FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None  Absent: Tsernoglou  Approved 12/02/15

Approved as part of the consent agenda.
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 - 486

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: Yeas: Hope, Crenshaw, Koenig, Nolan, and Schafer
Nays: None Absent: Tsernoglou and Celentino Approved 12/03/15

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, McGrain, Schafer, Case Naeyaert
Nays: None Absent: Tsernoglou Approved 12/02/15

Approved as part of the consent agenda.
INTRODUCED BY:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CONGRATULATING THE CAPITAL AREA HISPANIC COMMUNITY REPRESENTATIVE AND THE GREATER LANSING HISPANIC CHAMBER OF COMMERCE ON THE EVENT OF THE 33RD ANNUAL HISPANIC CHRISTMAS SYMPOSIUM

RESOLUTION # 15 - 487

WHEREAS, the 33rd Annual Hispanic Christmas Symposium, will be held on Tuesday, December 15, 2015, hosted by the Capital Area Hispanic Community Representative (CAHCR) and the Greater Lansing Hispanic Chamber of Commerce; and

WHEREAS, the purpose of the Symposium is to provide an opportunity for individuals from different cultural backgrounds to interact in an informal setting and to share in the spirit of the season; and

WHEREAS, since the first Symposium was held, the Capital Area Hispanic Community Representatives (CAHCR) has used this event to honor the work of individuals within the community who work to uplift and promote the Hispanic community in the Greater Lansing area; and

WHEREAS, the Greater Lansing Hispanic Chamber of Commerce continually strives to increase the visibility and business growth opportunities of Mid-Michigan’s Hispanic and minority owned businesses and community organizations; and

WHEREAS, donations from the 2015 Symposium will benefit the Cristo Rey Community Center and the Greater Lansing Food Bank.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulates the Capital Area Hispanic Community Representative and the Greater Lansing Hispanic Chamber of Commerce on the event of the 33rd Annual Hispanic Symposium.

BE IT FURTHER RESOLVED, that the Board wishes them continued success in future endeavors.

Commissioner Crenshaw moved to adopt the resolution. Commissioner Tennis supported the motion.

The motion was amended as follows:

WHEREAS, since the first Symposium was held, the Capital Area Hispanic Community Representatives (CAHCR) has used this event to honor the work of individuals within the community who work to uplift and promote the Hispanic community in the Greater Lansing area; and

This was considered a friendly amendment.
The motion carried unanimously. Absent: Tsernoglou
WHEREAS, Ingham County government has traditionally enjoyed positive labor relations based on mutual
respect among its managers and 19 employee groups representing more than 1,200 employees; and

WHEREAS, good faith efforts at the negotiation table have led to regularly scheduled meetings between
bargaining units and management to deliberate on significant issues of mutual concern, such as health insurance
coverage and premium rates, in order to promote the most efficient use of scarce public resources; and

WHEREAS, a recent collaborative effort resulted in a partial-year savings of more than $600,000 in employee
health care costs in 2015; and

WHEREAS, union/management collaboration continues to play an important role the County’s ongoing
classification and compensation study; and

WHEREAS, negotiation sessions and supplemental collaborative meetings are scheduled at mutually-agreed
dates and times convenient to bargaining units and management; and

WHEREAS, it is common to conduct the business of County government, including labor relations matters,
during regular business hours; and

WHEREAS, Michigan Senate Bill 280 proposes to amend the Public Employment Relations Act (Act 336, PA
1947) prohibiting Ingham County from allowing “any paid release time for a union officer or bargaining
representative to conduct union business if the release time is paid by the public employer”; and

WHEREAS, Senate Bill 280 would exclude bargaining units subject to the Compulsory Arbitration of Labor
Disputes in Police and Fire Departments Act (Act 312, PA 1969) from provisions that ban paid release time for
a union officer or bargaining representative to conduct union business, thereby establishing a bifurcated set of
rules for collective bargaining.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby voices its
opposition to Senate Bill 280 as an unnecessary intrusion on local control and the business of local government.

BE IT FURTHER RESOLVED, the Ingham County Clerk is directed to provide a copy of this resolution and
any supplemental correspondence to the state legislative delegation of Ingham County.

Approved as part of the consent agenda.
SPECIAL ORDERS OF THE DAY

Commissioner Crenshaw moved to reappoint Guillermo Lopez to the Fair Board. Commissioner Koenig supported the motion.

The motion carried unanimously. Absent: Commissioner Tsernoglou

PUBLIC COMMENT

None.

COMMISSIONER ANNOUNCEMENTS

Commissioner Maiville thanked Chairperson McGrain for his leadership in chairing the Board of Commissioners during 2015.

Commissioner Bahar-Cook announced that LEAP was having their Diversity in Your Area event on December 16 at the Foster Community Center from 11:30 a.m. to 1:00 p.m.

Commissioner Crenshaw announced that the Capital Area Hispanic Community Representative and the Greater Lansing Hispanic Chamber Of Commerce would be hosting their 33rd Annual Hispanic Christmas Symposium. He thanked Chairperson McGrain, Commissioner Tsernoglou, and Commissioner Celentino for their leadership throughout the year.

Commissioner Koenig thanked Chairperson McGrain for his work throughout the year.

Commissioner Banas wished the Board Happy Holidays and thanked Chairperson McGrain for his leadership.

Commissioner Case-Naeyaert thanked Chairperson McGrain for his leadership.

Commissioner Schafer thanked Chairperson McGrain for his leadership.

Chairperson McGrain recognized Commissioner Tennis for his leadership in chairing the Human Services Committee.

CONSIDERATION AND ALLOWANCE OF CLAIMS

Commissioner Bahar-Cook moved to pay the claims in the amount of $3,854,435.61. Commissioner Schafer supported the motion.

The motion carried unanimously. Absent: Commissioner Tsernoglou.

ADJOURNMENT

There being no further business, the meeting was recessed at 7:24 p.m.
CALL TO ORDER

Chairperson McGrain called the January 4, 2016 Organizational Meeting of the Ingham County Board of Commissioners to order at 6:00 p.m.

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

Members Absent at Roll Call: Koenig, Nolan, and Tennis.

A quorum was present.

PLEDGE OF ALLEGIANCE

Chairperson McGrain asked Travis Parsons, Human Resources Director, to lead those present in the Pledge of Allegiance.

MEDITATION

A moment of silence was observed.

LIMITED PUBLIC COMMENT

Commissioner Tennis arrived at 6:02 p.m.

Beth Rhodes, volunteer at the Ingham County Animal Shelter, addressed the board regarding County policy on the use of vehicles for volunteers.

ADDITIONS TO THE AGENDA

Chairperson McGrain indicated that Board rules state resolutions will ordinarily be referred to a committee unless there is a 2/3 vote to allow the resolution to be considered by the Board immediately. He then asked if there was a motion to consider the following resolutions:

Resolution Approving a Collective Bargaining Agreement with Ingham County Employee’s Association – Park Rangers

Resolution Approving a Collective Bargaining Agreement with the Command Officers Association of Michigan – 911 Supervisors

Resolution Approving a Collective Bargaining Agreement with Teamsters Local 243 – Potter Park Zoo Supervisory Unit

Resolution Approving a Collective Bargaining Agreement with Local 512 Office and Professional Employees International Union - Supervisors Unit
Resolution Approving a Collective Bargaining Agreement with Local 512 Office and Professional Employees International Union - Technical Clerical Unit

Resolution Approving a Collective Bargaining Agreement with Ingham County Employee’s Association – Professional Court Employees

Resolution Approving a Letter of Understanding for Personal Leave with Capital City Lodge No. 141, Fraternal Order of Police, Labor Program Inc. – Corrections Non-Supervisory Unit

Commissioner Crenshaw moved to add the seven resolutions to the agenda. Commissioner Schafer seconded the motion. The motion to add the seven resolutions to the agenda carried unanimously. Absent: Commissioners Koenig and Nolan.

PETITIONS AND COMMUNICATIONS

A Memo from Travis Parsons, Human Resources Director, Regarding the Ingham County Employee’s Association, Park Rangers, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Command Officers Association of Michigan, 911 Supervisors, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Teamsters Local 243, Potter Park Zoo Supervisory Unit, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Local 512 Office and Professional Employees International Union, Supervisors Unit, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Local 512 Office and Professional Employees International Union, Technical Clerical Unit, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

A Memo from Travis Parsons, Human Resources Director, Regarding the Ingham County Employee’s Association, Professional Court Employees, Collective Bargaining Agreement. Chairperson McGrain accepted the memo and placed it on file.

ELECTION OF OFFICERS

CHAIRPERSON: Chairperson McGrain opened the floor to nominations for the position of Chairperson of the Board. Commissioner Bahar-Cook nominated Vice-Chairperson Hope for Chairperson. Commissioner Crenshaw seconded the nomination. Commissioner Crenshaw, supported by Commissioner Anthony, moved to close the nominations.

The motion to close nominations carried unanimously. The motion to elect Kara Hope to the position of Chairperson carried unanimously. Absent: Commissioners Koenig and Nolan.
VICE CHAIRPERSON: Chairperson Hope opened the floor for nominations to the position of Vice-Chairperson of the Board. Commissioner Crenshaw nominated Commissioner Anthony for Vice-Chairperson. Commissioner Tennis seconded the nomination. Commissioner Tennis, supported by Commissioner Bahar-Cook, moved to close the nominations.

The motion to close nominations carried unanimously. The motion to elect Sarah Anthony to the position of Vice-Chairperson carried unanimously. Absent: Commissioners Koenig and Nolan.

VICE CHAIRPERSON PRO-TEM: Chairperson Hope opened the floor for nominations to the position of Vice Chairperson Pro-tem of the Board. Commissioner Case-Naeyaert nominated Commissioner Maiville. Commissioner Tennis seconded the nomination. Commissioner Case-Naeyaert, supported by Commissioner McGrain, moved to close the nominations.

The motion to close nominations carried unanimously. The motion to elect Randy Maiville to the position of Vice-Chairperson Pro-Tem carried unanimously. Absent: Commissioners Koenig and Nolan.

CONSIDERATION OF A CONSENT AGENDA:

Chairperson Hope stated that the Board of Commissioners adopted a procedure whereby they used a partial Consent Agenda in order to expedite meetings. He further stated that under the procedure, the Board would group some non-controversial resolutions together and vote on them in one motion without discussion. Chairperson Hope stated that the Board kept out of the consent agenda resolutions that required a roll call vote, resolutions that needed discussion, and resolutions that provided important information. He further stated that the Board’s procedures stated that any single member of the Board could identify specific resolutions to be discussed and voted on separately.

Commissioner Maiville made a motion to approve all resolutions for the Consent Agenda. Commissioner Schafer seconded the motion. Items on the consent agenda were adopted by unanimous roll call vote. Absent: Commissioners Koenig and Nolan.
COMMITTEE REPORTS AND RESOLUTIONS:

ADOPTED - JANUARY 4, 2016
AGENDA ITEM NO. 10

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT
WITH INGHAM COUNTY EMPLOYEE’S ASSOCIATION – PARK RANGERS

RESOLUTION #16 - 001

WHEREAS, an agreement has been reached between representatives of Ingham County and the Ingham County Employee’s Association (ICEA) – Park Rangers for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and the Ingham County Employee’s Association (ICEA) – Park Rangers 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.

Adopted as part of the consent agenda.
Introducing by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE COMMAND OFFICERS ASSOCIATION OF MICHIGAN – 911 SUPERVISORS

RESOLUTION #16 – 002

WHEREAS, an agreement has been reached between representatives of Ingham County and the Command Officers Association of Michigan (COAM) – 911 Supervisors for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and the Command Officers Association of Michigan (COAM) – 911 Supervisors unit 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.

Adopted as part of the consent agenda.
WHEREAS, an agreement has been reached between representatives of Ingham County and the Teamsters Local 243 – Potter Park Zoo Supervisory Unit for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and the Teamsters Local 243 – Potter Park Zoo Supervisory Unit 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.

Adopted as part of the consent agenda.
WHEREAS, an agreement has been reached between representatives of Ingham County and Local 512 Office and Professional Employees International Union – Supervisors Unit for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and Local 512 Office and Professional Employees International Union 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.

Adopted as part of the consent agenda.
Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT
WITH LOCAL 512 OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION -
TECHNICAL CLERICAL UNIT

RESOLUTION #16 - 005

WHEREAS, an agreement has been reached between representatives of Ingham County and Local 512 Office and Professional Employees International Union for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and Local 512 Office and Professional Employees International Union 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.

Adopted as part of the consent agenda.
WHEREAS, an agreement has been reached between representatives of Ingham County and the Ingham County Employee’s Association (ICEA) – Professional Court Employees for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and the Ingham County Employee’s Association (ICEA) – Professional Court Employees 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.

Adopted as part of the consent agenda.
ADOPTED - JANUARY 4, 2016
AGENDA ITEM NO. 16

INTRODUCED BY THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A LETTER OF UNDERSTANDING FOR PERSONAL LEAVE WITH CAPITAL CITY LODGE NO. 141, FRATERNAL ORDER OF POLICE, LABOR PROGRAM INC. – CORRECTIONS NON-SUPERVISORY UNIT

RESOLUTION #16 - 007

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 an issue regarding the approval of benefit leave due to a staffing shortage; and

WHEREAS, the parties wish to supplement the contract regarding unused Personal Leave; and

WHEREAS, a Letter of Understanding addressing the dispensation of unused Personal Leave as of December 31, 2015 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.

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 Unit is incorporated by reference and attached to this resolution.

Adopted as part of the consent agenda.
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  

Personal Leave  

WHEREAS, the current collective bargaining agreement between the parties provides in Article 36, PERSONAL LEAVE, Section 2c that personal leave must be used during each calendar year in which the time is credited and any unused time will not carry over to the next calendar year; and  

WHEREAS, due to the current staffing shortages presently existing in the Sheriff’s Office, employees are unable to schedule the use of this benefit leave prior to December 31, 2015; and  

WHEREAS, the parties wish to resolve the issue and avoid the loss of Personal Leave due to unforeseen circumstances beyond their control; and  

WHEREAS, the parties have come to agreement on the dispensation of unused Personal Leave as of December 31, 2015.  

NOW, THEREFORE, IT IS HEREBY AGREED between the parties as follows:  

1. The unused Personal Leave hours as of December 31, 2015 will be transferred to the employee’s vacation balance.  

2. The current Letter of Understanding regarding Maximum Vacation Accumulation will be applicable to the resolution of this issue.  

IT IS FURTHER AGREED THAT this Letter of Understanding shall be unique to this case. It is expressly understood this agreement shall be without precedent or prejudice for any future circumstances.
IN WITNESS WHEREOF, the parties have executed this Agreement by their authorized representative this _____ day of ___________________. 2016.

COUNTY OF INGHAM

Kara Hope, 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

APPROVED AS TO FORM FOR INGHAM COUNTY
COHL, STOKER & Toskey, PC.

By ______________________________________
   Bonnie G. Toskey
SPECIAL ORDERS OF THE DAY:

STANDING COMMITTEE APPOINTMENTS: Chairperson Hope made the following appointments to standing committees. The first person named will serve Chairperson of the committee; second person named will serve as Vice Chairperson of the Committee:

County Services Committee: Commissioners Nolan (Chair), Koenig (Vice-Chair), Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville.

Finance Committee: Commissioners Bahar-Cook (Chair), Tennis (Vice-Chair), McGrain, Crenshaw, Anthony, Schafer, Case-Naeyaert.

Human Services Committee: Commissioners McGrain (Chair), Banas (Vice-Chair), Tennis, Koenig, Nolan, Hope, Case-Naeyaert.

Law and Courts Committee: Commissioners Crenshaw (Chair), Celentino (Vice-Chair), Tsernoglou, Anthony, Banas, Schafer, Maiville.

Commissioner Crenshaw moved to confirm the Standing Committee Appointments for 2016. Commissioner Celentino seconded the motion. The motion passed unanimously. Absent: Commissioners Koenig and Nolan.

OTHER APPOINTMENTS: Chairperson Hope made the following Commissioner and staff appointments to other advisory boards and commissions:

<table>
<thead>
<tr>
<th>Board/Committee</th>
<th>Assignee</th>
</tr>
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<tbody>
<tr>
<td>Capital Area Michigan (WORKS) Board</td>
<td>Commissioners Anthony, Bahar-Cook, and Tsernoglou</td>
</tr>
<tr>
<td>CARTS Committee</td>
<td>Jared Cypher, Deputy Controller (No alternate.)</td>
</tr>
<tr>
<td>CATA Board</td>
<td>Commissioner Anthony and Mark Grebner</td>
</tr>
<tr>
<td>Capital Region Airport Authority Liaison</td>
<td>Commissioner Crenshaw</td>
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<tr>
<td>Community Mental Health Authority</td>
<td>Commissioner Koenig</td>
</tr>
<tr>
<td>Community Services Administration</td>
<td>Treasurer Schertzing and Commissioner Koenig</td>
</tr>
<tr>
<td>Convention Visitors Bureau</td>
<td>Commissioner McGrain</td>
</tr>
<tr>
<td>Drainage Board</td>
<td>Commissioners Hope (Chair) and Bahar-Cook (Finance Chair)</td>
</tr>
<tr>
<td>Equal Opportunity Committee</td>
<td>Commissioner Hope as alternate.</td>
</tr>
<tr>
<td>Ingham County Chapter, Michigan Townships Association</td>
<td>Commissioners Case-Naeyaert and Maiville</td>
</tr>
<tr>
<td>Ingham Family Center Advisory Board</td>
<td>Commissioner Crenshaw</td>
</tr>
<tr>
<td>McLaren Board of Directors</td>
<td>Linda Vail, Health Officer</td>
</tr>
<tr>
<td>Lansing Area Safety Council</td>
<td>Commissioner Koenig</td>
</tr>
<tr>
<td>Local Emergency Planning Committee</td>
<td>Commissioner Schafer</td>
</tr>
<tr>
<td>LEAP</td>
<td>Commissioner Bahar-Cook (Commissioner Anthony as alternate.)</td>
</tr>
<tr>
<td>MALPH Board</td>
<td>Linda Vail, Health Officer</td>
</tr>
</tbody>
</table>
January 4, 2016 Organizational Meeting

**Board/Committee** | **Assignee**
--- | ---
Mason Local Development Finance Authority | Commissioner Case-Naeyaert
MSUE District Extension Council | Commissioner Schafer
Parks Board | Commissioner Tsernoglou
Power of We Consortium | Commissioner Anthony (Commissioner Crenshaw as alternate.)
Substance Abuse Disorder Advisory Committee | Commissioner Koenig
Smart Zone Board | Commissioner McGrain
Tri-County Aging Consortium | Commissioners Koenig, Crenshaw, and Hope
Tri-County Regional Planning Commission | Commissioners Hope and McGrain; Commissioner Banas as Road Department representative
Tri-County Regional Planning Growth Study Committee | Commissioner Hope
Women’s Commission | Commissioner Hope (Commissioner Koenig as alternate.)

Commissioner McGrain moved to confirm the appointments for 2016. Commissioner Banas seconded the motion. Motion carried unanimously. Absent: Commissioners Koenig and Nolan.

Chairperson Hope stated that if any Commissioners were currently serving on a Board, and their name was not read, their term had not expired and they were still a member of that Board.

**PUBLIC COMMENT**

None.

**COMMISSIONER ANNOUNCEMENTS**

Commissioner Crenshaw announced that at the next Board of Commissioners Meeting, the Ingham County Youth Commission would present a report. He further announced that the Ingham County Diversity Luncheon would be on February 25 at the Fair Building.

Commissioner McGrain announced that the Human Services Committee would not be meeting on Monday, January 18, as the County would be closed in honor of Martin Luther King Jr. Day.

Vice-Chairperson Anthony congratulated Commissioner Tsernoglou on her new family member.

Chairperson Hope introduced several members of her family present at the meeting.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:16 p.m.
December 1, 2015

Commissioner Brian McGrain
Ingham County Board of Commissioners
Ingham County Courthouse
P.O. Box 319
Mason, MI 48854

Dear Commissioner McGrain:

Please accept this letter as my official notice of resignation from the Ingham County Board of Health. This was a difficult decision to make. However, due to my transfer to an assisted living facility located in Novi where I also serve as my wife's primary caregiver, it would place too big a burden on all for me to continue on the Board.

I have been so grateful to the Board of Commissioners and the Ingham County Board of Health for making this last decade of service on the Board a very worthwhile conclusion to my role as a public health professional.

Sincerely,

Dr. Maurice Reizen, M.D., MSPH
Ingham County Board of Health member
December 11, 2015

Ingham County Board of Commissioners
P.O. Box 319
Mason, MI 48854

Dear Sir/Madam:

Re: East Lansing Athletic Club and Health Science Pavilion Condominium
Meridian Township
Ingham County, Michigan

Enclosed please find a Notice of Intent to Establish Condominium Project as required by Section 71 of the Michigan Condominium Act.

If you have any questions about this Notice or the project, please let me know.

Sincerely,

FOSTER SWIFT COLLINS & SMITH PC

Benjamin J. Price

BJP:ss
Enclosure

cc: Sparrow Development
NOTICE OF INTENT TO ESTABLISH CONDOMINUM PROJECT UNDER
SECTION 71 OF THE MICHIGAN CONDOMINIUM ACT

TO:    Meridian Township
       Ingham County Board of Commissioners
       Ingham County Road Commission
       Ingham County Drain Commission
       Michigan Department of Environmental Quality
       Michigan Department of Transportation

Please take notice that Sparrow Development, Inc., a Michigan Corporation, of 1215 E. Michigan Avenue, Lansing, Michigan 48912, intends to establish a condominium project in Meridian Township Township, Ingham County, Michigan, on the property described in Exhibit A attached hereto. This condominium project may include up to two condominium units. Sparrow Development, Inc. intends to record a Master Deed for said condominium project. The name of this condominium project will be East Lansing Athletic Club and Health Science Pavilion.

Dated this 11th day of December, 2015

SPARROW DEVELOPMENT, INC., a Michigan Corporation

By: [Signature]

Its:  President
December 9, 2015

Dear Interested Party:

Pursuant to Act 451, Section 5511, the Michigan Department of Environmental Quality, Air Quality Division's Pending New Source Review Application Report is enclosed. This report lists all of the pending applications submitted for sources within your county.

The Pending New Source Review Applications Report includes the following information: county, city, date received, applicant's name, site address, application permit number, and a brief description of the nature of the source or process.

This report will be sent to you on a monthly basis unless you request that your name be deleted from our mailing list. Please note that this information is updated weekly and is also available on the Internet. A query is accessible on the Permits page at the following address: http://www.deq.state.mi.us/aps. Click on “NSR Pending Application Query,” select the county name from the drop down list, then click the "Submit Query" button. You may obtain information on sources located in neighboring counties by accessing the above query or by contacting me.

Thank you for your interest in this matter.

Sincerely,

Sue Thelen
Permit Section
Air Quality Division
517-284-6804

Enclosure
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<tr>
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January 19, 2016

Kara Hope, Chairperson
Ingham County Board of Commissioners
Ingham County Courthouse
P.O. Box 319
Mason, MI 48854

Dear Ms. Hope,

On behalf of the Native American Arts and Crafts Council, please accept our funding proposal request to your organization. This year marks the 14th year we have planned and executed this program. We would like to request your assistance with a $1000.00 sponsorship from the Ingham County Board of Commissioners to help offset the costs of our event.

The Riverbank Traditional Pow Wow is an opportunity for the community to learn more about Native Americans through song, dance, arts, crafts, and food. This program has grown over the years to bring a feeling of homecoming to many of the Native American families in the greater Lansing area. In addition to those families, this is a free family friendly event. Many of our non-Native community members come to learn more about the rich heritage of the Native people in the Lansing area.

This year we are adding an additional day of activity to include a Cultural Education Day program for students of the Lansing Public Schools. Students will be bused to the Pow Wow grounds and will experience a number of Native American activities to broaden their knowledge of the Native American Lifestyle here in Michigan. This will be a free program for the students. We have been working with the Lansing School District and are planning on accommodating at least 500 students during the day’s activities.

A copy of our project proposal and budget information is included for your consideration. If you have any additional questions, or wish me to attend an upcoming meeting to describe our project in person, I would be happy to do so.

Thank you for your time.

Sincerely,

Robin L. Menefee

Robin L. Menefee
Executive Director

517-388-1453 cell
Robin_Menefee@yahoo.com
Project Proposal

The Native American Arts and Crafts Council is planning the 14th Annual Riverbank Traditional Pow Wow. The Pow Wow is a celebration of Native American Culture through song, dance, food, and crafts. It will be held June 3 and 4, 2016 at Louis Adado Riverfront Park, with free admission for all spectators. Set up will be on Thursday, June 2. On Friday, June 3, we will be having a Native American Cultural Experience Day. This event will bring 500 students from the Lansing School District and local Home School Program to the Pow Wow grounds for a series of activities exploring Native American Culture. On Saturday and Sunday, the Grand Entries which are the focal point for the Pow Wow (as the dancers enter the dance arena), will take place at 1:00, 7:00, and 12:00 respectively. Vendors will be open for business Saturday/Sunday at 11:00 am. The Sunday program will end with the give-away at 4:30 pm.

The 2015 Pow Wow at Riverfront Park drew nearly the 4,000 in attendance. While the weekend weather was uncooperative (rainy and cold), we felt that this program was a success. We knew that because we haven’t had our program for 3 years, this would be a building year. In 2016, we are expecting even more attendees. We anticipate 300 participants in the form of dancers, drummers, singers, vendors and their families.

1. Community Impact

The Pow Wow is being planned and developed in partnership between the Native American Arts and Crafts Council, and various other community groups, including: City of Lansing, Lansing School District, and Lansing Community College. Other groups who are being asked to provide support (either monetary or in-kind) include Michigan State University’s Native American Institute, Nokomis Learning Center, and various other local businesses. Currently we are undergoing a sponsorship drive, to include a number of area businesses and individuals, which will provide additional support for our project. We will ask all of the Michigan Tribes to help us with funding of this event as well, in forms of monetary donations or contributions to our Auction. Many of the local Native Americans come from tribes in the state, we hope they will partner with us for this event.

The Native American Arts and Crafts Council has no paid staff, therefore, a volunteer committee does all planning, fundraising, and execution. We will continue to solicit other community members to help as a volunteer staff on the actual weekend. Our volunteers have been primarily from the Native community, however this year we will be asking for additional community volunteers from other organizations including the Downtown Neighborhood Association and the Certified Tourism Ambassador Program here in Lansing.

The Pow Wow is usually one of many activities taking place in Downtown Lansing on this weekend. In 2016, we can be one of the stops in the Be a Tourist in your Own Town program, which takes place in Downtown Lansing during this same weekend. This will be publicized in a number of publications; such are the Greater Lansing Convention and Visitor Bureau Guide, Lansing Community Newspaper, AAA event publications. Local Public Service Announcement for radio and television, postcards will be distributed at the Michigan Welcome Centers, as well as, electronic activity lists generated by local agencies. Flyers and posters will be distributed to all elementary schools and school children in the Lansing School District by our
Native American education specialist who works in the schools. This event will also be publicized on several Pow Wow lists available on the Internet.

We estimate over 8,000 people will be in attendance throughout the weekend. In addition to the public, there will be 35 vendor booths selling arts and craft items, 3 food vendor booths selling Native American cuisine, 5 drum groups which include 6-8 singers each, and 200+ dancers. The committee has planned to make this a barrier free event. We encourage all families to attend and enjoy this cultural exchange. Children will be able to learn about Native American life through song and dance. They will also be able to take something away that they made in the children’s activity area. The craft activities available for the children are free. This year we will be adding additional activities for our visitors including a Storyteller, an Indian Village, and more demonstrations of old more traditional dances.

There will be approximately 400 participants who will have economic impact in the Lansing area hospitality industry. While some of the participants stay with local families, we estimate that over 100 rooms at local hotels will be used. This will bring as much as $10,000.00 in lodging alone. The Pow Wow historically has used local companies to provide all of the services required for the event, over ½ of our budget is spent with these companies ($11,000.00). This event is just another reason for people to come to downtown Lansing on the weekend. During the break we have between sessions, the local restaurants benefit as visitors have the opportunity to leave the grounds and return to the event for free.

Funding for this project will have a great effect on the community, both Native and non-native alike. This program is a cultural exchange for the community at large to learn more about Native Americans and for Native Americans to showcase their culture through arts, crafts, song, dance, and food. All who attend will leave knowing a little more about the culture of the first Americans.

2. Implementation

The committee had begun planning for this event beginning immediately after the previous event in June 2015. The space for the event has been secured, the head participants are beginning to be invited, and the vendor applications will be sent in February. A member of our committee has taken over the social media marketing of our event. A Facebook, Twitter, and Instagram accounts are being set up to be used before and during the event. We are preparing to shoot a Public Service Announcement that will be aired on local television.

The event will be set up on Thursday, June 2, 2016. Tents, porta-potties, and other items will be delivered early on that day. Vendors will be allowed to arrive on Thursday afternoon to begin setting up their booths. By nightfall, the Pow Wow grounds will be set up and prepared for the Native American Cultural Educational Day Event that begins on Friday morning.

The Native American Cultural Educational Day Event is working with a team from the Lansing School District to give 500 students the opportunity to learn about Native American culture through a variety of activities on Friday. These include a visit to the Indian Village, a workshop on Native American foods, making a craft, learning about Native American plants and medicines, and trying a dance in the dance arena.

Saturday’s activities begin with the vendors opening at 11:00. They will be open from 11 am – 9 pm. Dancing and singing will begin with the Grand Entry at 1 pm. We will break for a participant dinner at 5 pm. During the break, 5-7, we will host Jody Gaskin to perform for our visitors. Another Grand Entry will begin at 7 pm. Sunday will begin with an all-you-can eat
Pancake Breakfast fundraiser at 8 am. We will have an Auction that begins at 10 am. Grand Entry for Sunday begins at 12 pm. Our final activity for the weekend will be our Give-Away at 4 followed by the removal of the flags which signify the closing of the event. Our event will close Sunday evening and all vendors will pack up and depart then. All tents and other rented equipment will be picked up either Sunday evening or Monday morning.

The payment for all the participants’ occurs at the end of the event. All participants who need accommodations will have those provided by the Committee for Saturday night. A meal will be provided on Saturday evening and the will be encouraged to participate in our breakfast fundraiser. The amount of their stipend for the weekend is based on the usual payment as at other traditional pow wows. This has been seen as a fair amount. Because this is a traditional pow wow, we also try to provide all of the dancers with a small token of our appreciation for participation. This is not a common occurrence at other events, but we know it costs to bring a family to an event like ours, so we like to help families in a small way.

3. Project Evaluation

This project will be evaluated by estimated attendance figures, surveys taken, and number of free program pamphlets distributed, by using these counts we will be able to get an idea of attendance. A written evaluation will be available for spectators, vendors, dancers, and drum groups. We will have volunteer evaluators walking amongst the crowd with a short evaluation form. As we have done in previous years, to get more evaluations completed, we will offer a gift to people who turn in completed forms. We will also have a bucket brigade who will circulate are the event with buckets and stickers to give to those who donate (asking where they are from). Data from this will be collected to add to the final report. After the event a wrap-up dinner meeting will be held with all planners and volunteers to solicit additional feedback and improvements for next year.
WHEREAS, the Board of Commissioners typically have set the Board’s regular meetings for the 2\textsuperscript{nd} and 4\textsuperscript{th} Tuesdays of each month, with the exception of the months of January, July, August, September and December when there is only one (1) full Board of Commissioners meeting; and

WHEREAS, the Board of Commissioners wish to amend the Board Rules to change the date of two (2) Board of Commissioners’ meetings in 2016.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends the Board Rules, Section I, \textit{BOARD MEETINGS - TIME & PLACE, A. REGULAR AND ADJOURNED REGULAR MEETINGS}, Subsections 16 and 18, to read as follows:

16. The second Monday of October, this being the Statutory Annual Meeting which shall be held in the Courthouse, Mason

18. The second Wednesday of November

BE IT FURTHER RESOLVED, that the above regular meeting schedule changes are only in effect for 2016, and for 2017 and thereafter shall revert back to the current schedule and these subsections shall then read as follows:

16. The second Tuesday of each October, this being the Statutory Annual Meeting which shall be held in the Courthouse, Mason

18. The second Tuesday of each November.

\textbf{COUNTY SERVICES: Yeas:} Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville

\textbf{Nays:} None \quad \textbf{Absent:} Nolan \quad \textbf{Approved 1/19/2016}
WHEREAS, each February “National African American History Month” also known as “Black History Month” is observed to celebrate and honor the many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development; and

WHEREAS, in 1915, Dr. Carter Godwin Woodson founded the Association for the Study of Negro Life and History and through that Association, he began pressing for the establishment of Negro History Week as a way to bring national attention to the accomplishments of African Americans; and

WHEREAS, Dr. Woodson's dream became a reality in 1926, he chose the second week of February for the observance because of its proximity to the birthdays of Abraham Lincoln and Frederick Douglass, two individuals whom Dr. Woodson felt had dramatically affected the lives of African Americans; and

WHEREAS, in the early 1970's the event was called Black History Week, and in 1976, the Association succeeded in expanding the observance, which then became Black History Month; and

WHEREAS, the United States is a diverse nation comprised of citizens from various ethnic groups and cultures; and

WHEREAS, it is important to promote a greater awareness of the history and culture of all ethnic groups across our country.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby recognizes the month of February, 2016 as “Black History/Cultural Diversity Month” in Ingham County.

COUNTY SERVICES:  Yeas:  Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
    Nays:  None   Absent:  Nolan   Approved  1/19/2016
Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT A SUSPENSION OF COUNTY OPERATIONS POLICY

RESOLUTION # 16 –

WHEREAS, Ingham County is committed to monitoring situations which may arise requiring suspension of some or all of the County’s functions; and

WHEREAS, Ingham County experienced situations requiring the Chairperson of the Board and County Controller/Administrator to take such action due to inclement weather; and

WHEREAS, this policy will provide an applicable framework and procedure to suspend operations and to determine remuneration actions to be taken on behalf of the employees in concurrence with applicable collective bargaining agreements and personnel manuals; and

WHEREAS, the County Services Committee has reviewed and discussed the proposed Suspension of County Operations Policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached Suspension of County Operations 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 policy.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners requests and encourages all county wide elected officials and Chief Judges to voluntarily adopt this policy and procedure.

COUNTY SERVICES:  Yeas:  Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
                  Nays:  None
                  Absent:  Nolan
                  Approved 1/19/2016
A. Purpose and Applicability

The purpose of this policy is to provide the framework for action and response when situations arise requiring the suspension of some or all of the County’s functions. The policy is applicable to all permanent County employees.

B. Definitions

Chairperson of the Board of Commissioners - the Chairperson of the Board of Commissioners, the Vice-Chairperson of the Board of Commissioners, or personnel designated to fill in for the Chairperson of the Board of Commissioners or the Vice-Chairperson of the Board of Commissioners in their absence.

Controller - the Controller, Interim Controller, or personnel designated by the Controller or Interim Controller to fill in for them during an absence.

Department Head - the Department Head, Interim Department Head, or personnel designated by the Department Head or Interim Department Head to fill in for them during an absence.

Day - the 24 hour period commenced at 00:00 Eastern Time and ended 23:59 Eastern Time of a specified calendar date.

Leave of Absence – time away from work which may be paid or unpaid, e.g. FMLA leave. Vacation time and sick time are not considered leaves of absence.

Period of closure – days of closure.

Period of suspended operations - days of suspended operations.

Regularly Scheduled - the time period and day of the week for which an employee is normally scheduled to work. For employees working rotating schedules, the time period and day of the week for which an employee is scheduled to work when the schedule for the period is finalized. Employees on any type of leave of absence are not considered to be regularly scheduled.
C. Authority and Responsibility

Department Heads have the authority to suspend any or all of their department’s operations.

The Controller together with the Chairperson of the Board of Commissioners may officially close departments of the County or the entire County.

The Controller is responsible for periodically reviewing this policy and submitting recommended changes to the County Services Committee for approval.

D. Procedure

1. In a situation where an Department Head suspends some or all of their department’s operations, they must notify the Controller as soon as reasonably feasible given the situational circumstances, but no later than 1 hour after the decision to suspend operations has been made.

   a. Employees being asked to work during the period of suspended operations shall be compensated at their contractually specified rates for the hours they work.

      i. An employee who works during a period of suspended operations fewer hours than those for which they are regularly scheduled can choose to go unpaid for those hours or receive pay via the utilization of compensatory, vacation or sick time.

   b. Employees not working during the period of suspended operations and who are regularly scheduled to work during the period can choose to go unpaid for those hours or receive pay via the utilization of compensatory, vacation or sick time.

2. In a situation where the Controller together with the Chairperson of the Board of Commissioners closes departments of the County or the entire County, and if:

   a. Notification of the closure has been made to employees via public service announcement at least one hour prior to the commencement of their regularly scheduled shift, then:

      i. Employees being asked to work during the period of closure shall be compensated at their contractually specified rates for the hours they work and will also accrue one hour of vacation time for each hour worked.

      1. Vacation time accrued for working during the period of closure is subject to the contractually specified caps. An employee accruing time over the cap will lose that time and will not be compensated for it.
ii. An employee who works during a period of closure fewer hours than those for which they are regularly scheduled will be paid an amount of hours to bring their total hours paid equal to that of their regularly scheduled hours.

iii. Employees not working during the period of closure and who are normally, regularly scheduled to work during the period will be paid for their regularly scheduled hours.

b. Notification of the closure is not made at least one hour prior to the commencement of the regularly scheduled shift and/or employees are instructed to return home, then:

i. Employees being asked to work during the period of closure shall be compensated at their contractually specified rates for the hours they work.

1. An employee who works during a period of closure fewer hours than those for which they are regularly scheduled will be paid an amount of hours to bring their total hours paid equal to that of their regularly scheduled hours.

ii. Employees being instructed to return home, who do not follow the instruction and continue to work, shall be compensated at their contractually specified rates for the hours they work, but will be subject to disciplinary action.

iii. Employees not working during the period of closure and who are normally, regularly scheduled to work during the period will be paid for their regularly scheduled hours.

c. Should an instance arise that falls outside of these stipulations, the overarching principal to be used to determine remuneration actions to be taken on behalf of employees is, “the actions necessary to make employees whole.” This stipulation is subject to the limitations stated in item d. below.

d. The Controller together with the Chairperson of the Board of Commissioners can declare a maximum of sixteen hours per calendar year as paid administrative leave. Any further loss of compensation by employees must be compensated by use of compensatory, vacation or sick time or employees will be uncompensated.

3. Employees who are reasonably prevented from reporting to work at their regularly scheduled time immediately following a period of suspended operations or period of closure under this policy may use compensatory, vacation or sick time to cover their absence.
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 January 5, 2016 as submitted.

COUNTY SERVICES:  Yeas:  Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
Nays: None      Absent: Nolan       Approved 1/19/2016
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<td>CABLE / UG</td>
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<td>DELL RD &amp; PINE TREE RD</td>
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Resolved by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE TRI-COUNTY REGIONAL PLANNING COMMISSION FOR 2016 MEMBERSHIP DUES

RESOLUTION # 16 –

WHEREAS, the Tri-County Regional Planning Commission was formed in 1956 to foster a cooperative effort in resolving problems, policies and plans that are regional in nature; and

WHEREAS, the Commission's membership includes the counties of Ingham, Eaton and Clinton, the cities of Lansing and East Lansing, Delta and Meridian Township and the Michigan Department of Transportation; and

WHEREAS, also included by right are the County Road Department and Transit Authorities, making a total of nineteen voting members; and

WHEREAS, the Commission receives dues from its members which it uses to operate the Commission and to match federal and state grants, primarily in the areas of Transportation, Environment, Economic Development and related programs.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into an agreement with the Tri-County Regional Planning Commission for the period of January 1, 2016 through December 31, 2016 in an amount not to exceed $106,533 for membership dues.

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

COUNTY SERVICES: Yeas: Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
Nays: None Absent: Nolan Approved 1/19/2016

FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None Absent: Tennis, Schafer Approved 1/20/2016
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONTRACT FOR COMMERCIAL AND INDUSTRIAL APPRAISALS FOR THE INGHAM COUNTY EQUALIZATION DEPARTMENT

RESOLUTION # 16 –

WHEREAS, the contracting for commercial and/or industrial appraisals has been approved for the 2016 Equalization Department Budget; and

WHEREAS, the Purchasing Department has advertised and requested proposals for the necessary contractual service; and

WHEREAS, Michigan Equalization Services of Williamston, Michigan has submitted an acceptable proposal in accordance with the qualifications required by the Equalization Department; and

WHEREAS, it is the recommendation of the Ingham County Equalization Department in concurrence with the Purchasing Department to award this contract to Michigan Equalization Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, through the Equalization Department, authorizes entering into a contract with Michigan Equalization Services in an amount not to exceed $90,000. The cost is provided for in the 2016 Equalization Department Budget.

BE IT FURTHER RESOLVED, that a five-year contract be approved with the stipulation that the second, third, fourth and fifth years renewal shall be at the option of the County.

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.

COUNTY SERVICES: Yea: Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
    Nays: None  Absent: Nolan  Approved 1/19/2016

FINANCE: Yea: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
    Nays: None  Absent: Tennis, Schafer  Approved 1/20/2016
INTRODUCED BY COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE ACCEPTANCE OF A $500.00 RISK AVOIDANCE PROGRAM (RAP) GRANT AWARD FOR TRAINING ALL STAFF IN AUTISM AWARENESS

RESOLUTION # 16 –

WHEREAS, the Potter Park Zoo participated in a grant opportunity with MMRMA; and

WHEREAS, the grant funds will reimburse Potter Park Zoo 50% of the cost of hosting and training for all zoo staff in autism awareness; and

WHEREAS, this grant will provide the funding for the staff training required to fulfill the parameters of a new program designed by our education department in conjunction with local school districts to serve autistic children and their families in our community and generously funded by the Capital Area Community Foundation; and

WHEREAS, Autism Alliance of Michigan will come to the zoo to conduct the training in the first quarter of 2016.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the acceptance of the grant funds from MMRMA in the amount of $500.00 and extends its appreciation for the opportunity to participate in the Risk Avoidance Program (RAP).

COUNTY SERVICES:  Yeas:  Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
Nays:  None    Absent:  Nolan    Approved  1/19/2016

FINANCE:  Yeas:  Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays:  None    Absent:  Tennis, Schaefer    Approved  1/20/2016
Introducing by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A SECOND PARTY AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE INGHAM COUNTY ROAD DEPARTMENT IN RELATION TO ROAD IMPROVEMENT PROJECTS FOR BARNES ROAD FROM ONONDAGA ROAD TO AURELIUS ROAD HASLETT ROAD FROM WILLIAMSTON ROAD TO M-52 HOLT ROAD FROM MERIDIAN ROAD TO ZIMMER ROAD

RESOLUTION # 16 –

WHEREAS, the Ingham County Road Department (ICRD) received federal STP Rural funds to improve Barnes Road from Onondaga Road to Aurelius Road, Haslett Road from Williamston Road to M-52, and Holt Road from Meridian Road to Zimmer Road; and

WHEREAS, the three projects were packaged together as a single construction contract because each has similar work, to take advantage of economy of scale benefits, and to streamline federal inspection administration and reporting requirements; and

WHEREAS, the PROJECT will be undertaken pursuant to a contract between the State of Michigan/MDOT and the contractor. 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 the requirement for state and federal funding requirements; and

WHEREAS, the estimated costs for the project are as follows:

Federal Funding: $290,500
State TED Funding: $ 72,500
Road Department Match: $155,900
$518,900

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with State of Michigan/MDOT to effect the Barnes Road from Onondaga Road to Aurelius Road, Haslett Road from Williamston Road to M-52, and Holt Road from Meridian Road to Zimmer Road improvements for a total estimated cost of $518,900 consisting of $290,500 in federal funding, $72,500 in State TED funding, and $155,900 in 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: Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
  Nays: None  Absent: Nolan  Approved 1/19/2016
FINANCE: **Yea:** Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
**Nays:** None  **Absent:** Tennis, Schafer  **Approved 1/20/2016**
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE BRIDGE BEAM FABRICATION INSPECTION SERVICES FOR THE MARSH ROAD BRIDGE SUPERSTRUCTURE REPLACEMENT PROJECT

RESOLUTION # 16 –

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 starting in March 2016 and is to be completed before the start of school in September 2016; and

WHEREAS, the construction schedule is tight and streamlining acquisition of consultant provided inspection services is recommended to keep construction on schedule.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the pre-approval for up to $30,000 to retain certified inspection personnel for our Marsh Road Bridge project’s beam fabrication inspection requirement.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes Road Department and Purchasing Department staff to solicit quotes for the inspection work, select the most responsible bidder, and award the work to the most responsible bidder.

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:  Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
   Nays:  None  Absent:  Nolan  Approved  1/19/2016

FINANCE:  Yeas:  Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
   Nays:  None  Absent:  Tennis, Schafer  Approved  1/20/2016
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 starting in June 2016; and

WHEREAS, pursuant to Resolution No. 14-018, the County has contracted with DLZ Michigan, Inc. to provide professional engineering services for said rehabilitation of the Marsh Road Bridge; and

WHEREAS, a recent bridge inspection revealed that a number of the bridge’s beams had deteriorated to the point where the bridge inspector recommended that the northbound outside lane be immediately closed to traffic; and

WHEREAS, the Road Department has requested emergency funding from MDOT to repair the deteriorated beams this year to ensure that all lanes crossing the structure can be open to serve the public and to facilitate the bridge superstructure project scheduled for next summer; and

WHEREAS, the Road Department had DLZ Michigan, Inc. put together the bidding documents for the Marsh Road Bridge Emergency Repair Project; and

WHEREAS, the additional engineering services fee for putting together the bidding documents for the Marsh Road Bridge Emergency Repair Project is $6,900.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the contract extension to the original engineering design services contract with DLZ Michigan, Inc. for the Marsh Road Bridge project and authorizes the payment of $6,900.00 to be drawn from the Road Department’s consultant services budget line item to pay DLZ Michigan, Inc. 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:  Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville  
Nays:  None  Absent:  Nolan  Approved  1/19/2016

FINANCE:  Yeas:  Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None Absent: Tennis, Schafer  Approved 1/20/2016
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE MAINTENANCE RENEWAL OF NETMOTION FOR INGHAM COUNTY LAW ENFORCEMENT MOBILITY OFFICERS NETWORK CONNECTIVITY

RESOLUTION # 16 –

WHEREAS, the NetMotion application is a critical component for the Ingham County Sheriff’s Office and Animal Control Officers mobile operations, providing assistance concerning officer safety; and

WHEREAS, the NetMotion application provides mobile County law enforcement officers connectivity back into the County IT Network; and

WHEREAS, NetMotion is a sole sourced maintenance/service provider of the NetMotion application, the Innovation and Technology Department is recommending a three (3) year maintenance/service agreement be purchased from AT&T on behalf of NetMotion effective from 2/27/16 through 2/26/2019 at a total cost of $16,419.00; and

WHEREAS, this maintenance/service agreement was budgeted for by the Innovation and Technology Department in 2016.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby authorize the three (3) year maintenance/service agreement is purchased from AT&T on behalf of NetMotion effective from 2/27/16 through 2/26/2019 at a total cost of $16,419.00.

BE IT FURTHER RESOLVED, the total cost will be paid out of the County’s Innovation and Technology Departments Network Maintenance – Software Fund 636-25810-932033.

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:  Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
    Nays:  None   Absent:  Nolan   Approved  1/19/2016

FINANCE:  Yeas:  Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
    Nays:  None   Absent:  Tennis, Schafer   Approved  1/20/2016
WHEREAS, the SeamlessDocs application is a sole sourced comprehensive forms engine and eSignature platform dedicated to government solutions; and

WHEREAS, the SeamlessDocs application provides a secure, cost effective, green initiative solution with improved time efficiency for County staff creating on-line forms or surveys; and

WHEREAS, utilization of the SeamlessDocs application by the County provides County constituents a higher level of service concerning response times and approvals; and

WHEREAS, the Innovation and Technology Department is recommending the yearly licensing renewal be renewed with Bizodo, Inc. dba SeamLessDocs at a total cost of $19,950.00; and

WHEREAS, this licensing renewal was budgeted for in 2016 by the Innovation and Technology Department.

THEREFORE BE IT RESOLVED, that the Board of Commissioners does hereby authorize the yearly licensing renewal is contracted from Bizodo, Inc. dba SeamLessDocs at a total cost of $19,950.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County’s Innovation and Technology Departments Network Maintenance Software Fund (636-25810-932033).

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: Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
Nays: None  Absent: Nolan  Approved 1/19/2016

FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None  Absent: Tennis, Schafer  Approved 1/20/2016
WHEREAS, a 1 percent wage increase was recommended and approved as part of the 2016 Managerial/Confidential Personnel Manual; and

WHEREAS, the Board wishes to increase the salary level for non-Judicial County-Wide Elected Officials by 1 percent for 2016 as well.

THEREFORE BE IT RESOLVED, that the following Ingham County Non-Judicial Elected Officials: County Clerk, Drain Commissioner, Prosecuting Attorney, Register of Deeds, Sheriff, and Treasurer shall be provided a 2016 salary as listed below (reflects a 1 percent increase):

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<td>County Clerk</td>
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<td>Drain Commissioner</td>
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<td>Prosecuting Attorney</td>
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<td>Register of Deeds</td>
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<td>Sheriff</td>
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<td>Treasurer</td>
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<td>$98,812</td>
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BE IT FURTHER RESOLVED, that the salary is contingent upon the elected official foregoing any per diem, fees, or payments to which the elected official may otherwise be entitled, other than as may be specifically identified herein, including but not limited to Delinquent Tax Administration fees (Treasurer); fees from divorces involving minor children (Prosecutor); per diem for Elections Commission and Plat Board (Clerk, Register of Deeds, Treasurer); housing and clothing/cleaning allowance (Sheriff); Drainage Board meetings (Drain Commissioner).

BE IT FURTHER RESOLVED, non-Judicial County-Wide Elected Officials taking office after January 1, 2013 shall not be eligible for single retiree health insurance coverage until after they reach 60 years of age, subject to the scale based on years of service. Retirees that purchase dental and vision insurance at group rates and subsequently choose to discontinue the coverage, may not re-enroll.

BE IT FURTHER RESOLVED, these salaries are established on the expectation each elected official will perform services comparable to the hours worked by the County managers.

BE IT FURTHER RESOLVED, that the County of Ingham shall pay the annual Michigan Bar Dues for the Prosecuting Attorney.
COUNTY SERVICES:  Yeas: Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
Nays: None    Absent: Nolan    Approved 1/19/2016

FINANCE:  Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None    Absent: Tennis, Schafer    Approved 1/20/2016
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE GENERIC SERVICE CREDIT PURCHASE FOR COUNTY EMPLOYEE: LORA C. BRADLEY

RESOLUTION # 16 –

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

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

WHEREAS, Lora C. Bradley has completed the MERS application and received the cost estimate to purchase nine (9) months under the County’s plan; and

WHEREAS, by Board of Commissioners approval under the standing Resolution, and by the employee’s payment to MERS, Ms. Bradley will purchase nine (9) months generic service.

THEREFORE BE IT RESOLVED, that upon the request of County employee Lora C. Bradley, the Board of Commissioners hereby approves the purchase of nine (9) months generic service under County Resolution #02-101.

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

COUNTY SERVICES: Yeas: Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
    Nays: None    Absent: Nolan   Approved 1/19/2016

FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
    Nays: None    Absent: Tennis, Schafer   Approved 1/20/2016
APPLICATION FOR ADDITIONAL CREDITED SERVICE
Member Certification and Governing Body Resolution

GOVERNING BODY RESOLUTION
As provided by the MERS Plan Document, and in accordance with the Employer’s policy thereunder, the additional credited service described above is hereby granted to this Member by Resolution of the Governing Body of Ingham Co, at its meeting on [Date]. The Employer understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any difference between the assumptions and actual experience will affect the true cost of the additional service. For example, changes in benefit programs through adoption or transfer of the affected employee to a division with ‘better’ benefits; increases in wages other than 4.5% per year; and changes to the anticipated date of termination, will affect the actual cost of the additional service (increase or decrease). Thus, actual future events and experience may result in changes different than those assumed, and liability different than that estimated. The Employer understands and agrees that it is accountable for any difference between estimated and actual costs.

Signature of Authorized Official from Ingham Co ___________________________ Date ___________________________

MERS Use Only

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<thead>
<tr>
<th>Payment Received:</th>
<th>Member Payment:</th>
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<tbody>
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<td>Service Credited:</td>
<td>ER Payment:</td>
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<tr>
<td>Signed:</td>
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</table>

PAYMENT OPTIONS
The Member’s share of the cost may be any amount from zero up to the total estimated actuarial cost, and is due at the time of purchase. The Employer’s share is the balance of the total estimated actuarial cost not paid by the Member, and must be paid in a lump sum at the time of purchase.

STEPS FOR PROCESSING APPLICATION FOR ADDITIONAL SERVICE CREDIT
1. The cost estimate (Application for Additional Service Credit) is valid for 2 months from the calculation date.
2. If you are paying for the additional service by a rollover distribution from another pension plan (or traditional IRA), you must follow these steps:
   • Contact the other plan administrator (or trustee) to determine their rules for a distribution of your funds.
   • Complete the form “Certification of Qualified Rollover to MERS” After plan administrator signs form, return the completed original to MERS.
   • Send signed, approved Application for Additional Service Credit to MERS prior to sending any payment.
   • MERS’ Finance Department will provide wiring instructions, if needed.
3. If you have any questions, please call MERS Employee and Retiree Services at 800-767-2308, or go to www.mersofmich.com. MERS is a tax-qualified plan under section 401(a) of the Internal Revenue Code, pursuant to IRS Letter of Favorable Determination dated June 15, 2005.

SPECIAL CONDITIONS APPLICABLE TO THIS CALCULATION
If you will be rolling-over funds from a qualified plan to complete this purchase, additional forms are required. Please visit www.mersofmich.com, click on “forms” to download a copy of form #38, “Certification of Qualified Fund Rollover to MERS” (General) with Instructions.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING AN AGREEMENT WITH
THE INGHAM CONSERVATION DISTRICT

RESOLUTION # 16 –

WHEREAS, Conservation Districts were established in response to the “Dust Bowl” to improve farming practices and be protective of the environment; and

WHEREAS, the Ingham Conservation District was established in 1946; and

WHEREAS, the role of Conservation Districts has expanded to be protective of all natural resources including soil, water, wildlife, etc.; and

WHEREAS, Ingham Conservation District made a budget request to provide operational funding in support of education and outreach, conservation oriented events, vehicle and property maintenance and office support; and

WHEREAS, the 2016 Ingham County budget includes $8,190 for the Ingham Conservation District.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an agreement with the Ingham Conservation District to provide operational funding in support of education and outreach, conservation oriented events, vehicle and property maintenance and office support.

BE IT FURTHER RESOLVED, this agreement shall be for the period of January 1, 2016 through December 31, 2016 in an amount not to exceed $8,190.

BE IT FURTHER RESOLVED, 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.

COUNTY SERVICES:  Yeas:  Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
                  Nays:  None   Absent:  Nolan   Approved  1/19/2016

FINANCE:  Yeas:  Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
              Nays:  None   Absent:  Tennis, Schafer   Approved  1/20/2016
Resolved by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE RELOCATION OF AT&T TRUNK AT
FOREST COMMUNITY HEALTH CENTER (FCHC)

RESOLUTION # 16 –

WHEREAS, Room #1172 at FCHC has an existing AT&T trunk mounted on the wall; and

WHEREAS, the Health Department would like to utilize the room for interviewing clients; and

WHEREAS, the Innovation and Technology Department (ITD) is unable to obtain three (3) quotes for the requested move/service as the AT&T trunk is proprietary equipment which no other vendor will relocate; and

WHEREAS, ITD contacted AT&T on 11/20/15 to request a quote to move/relocate their trunk to another location within the FCHC facility; and

WHEREAS, ITD received a quote back in the amount of $8,826.15 from AT&T to move/relocate the trunk from Room #1172 into a data closet across the hall and terminate, allowing future use of pots lines for FCHC; and

WHEREAS, Resolution #15-408 authorized the installation and updating of the IT infrastructure for the FCHC at a cost of $175,000 with a 10% contingency for any unseen circumstances with the total cost not to exceed $192,500 from the Community Health Center Fund; and

WHEREAS, this requested service and cost from AT&T was an unknown and not planned or projected for; and

WHEREAS, ITD was able to come in under budget on numerous other projected costs (switches, wireless access points, network configuration) and additional projected costs (phones, printers, copiers) will not be required or purchased thus allowing ITD to remain under budget for the project with all contingency funding untouched; and

WHEREAS, ITD is requesting the Ingham County Board of Commissioners to authorize the total cost of $8,826.15 to AT&T for their service to move the AT&T trunk and authorize payment from the Community Health Center Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby authorize the relocation of the AT&T trunk at a total cost of $8,826.15 to be paid from the Community Health Center Fund (#51161553 743000 02012).

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.

**HUMAN SERVICES:** The Human Services Committee will meet on 1/25/16

**COUNTY SERVICES:** **Yea:** Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville  
**Nays:** None  
**Absent:** Nolan  
**Approved 1/19/2016**

**FINANCE:** **Yea:** Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert  
**Nays:** None  
**Absent:** Tennis, Schafer  
**Approved 1/20/2016**
Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AGREEMENTS WITH MIDLAND COUNTY EDUCATIONAL SERVICES AGENCY FOR SERVICES ASSOCIATED WITH THE GREAT START TO QUALITY RESOURCE CENTER

RESOLUTION # 16 –

WHEREAS, since 2009, the Ingham County Health Department’s (ICHD) Office for Young Children (OYC) has contracted with Midland County Educational Services Agency (MCESA) for services to implement the Great Start to Quality Central Resource Center (GSQRC); and

WHEREAS, MCESA has proposed an agreement for ICHD to continue providing this service in the Central Region for fiscal year 2016; and

WHEREAS, the contracted services will be funded by a grant MCESA has received from the Early Childhood Investment Corporation (ECIC); and

WHEREAS, through this proposed agreement, MCESA will pay ICHD up to $473,608; and

WHEREAS, the term of this agreement shall be October 1, 2015 through September 30, 2016; and

WHEREAS, adherence to the scope of work provided by the ECIC in the aforementioned agreement ICHD requests the following:

- A temporary status change for an existing Early Childhood Consultant position (#601122) from a .75 FTE to 1.0 FTE for the duration of the agreement.
- To hire a temporary .75 FTE Early Childhood Consultant (ICEA Pro 5) for the duration of the agreement.

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the contract with MCESA.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MCESA for ICHD to implement the Great Start to Quality Resource Center in an amount up to $473,608, for the period of October 1, 2015 to September 30, 2016.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a temporary status change for an existing Early Childhood Consultant position (#601122) from a .75 FTE to 1.0 FTE for the duration of the agreement and the hiring of a temporary .75 FTE Early Childhood Consultant (ICEA Pro 5) for the duration of the agreement.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget and position allocation list adjustments consistent with this resolution.
BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the county after approval as to form by the County Attorney.

**HUMAN SERVICES:** The Human Services Committee will meet on 1/25/16

**COUNTY SERVICES:** Yeas: Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
   Nays: None   Absent: Nolan   Approved 1/19/2016

**FINANCE:** Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
   Nays: None   Absent: Tennis, Schafer   Approved 1/20/2016
Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

RESOLUTION # 16 –

WHEREAS, Resolution #15-445 approved a contract with Len’s Carpet Care & Consultants to provide mold remediation services at Forest Community Health Center; and

WHEREAS, when the Facilities Department evaluated the quotes for mold remediation and cleaning in the space that Community Mental Health will occupy Len’s Carpet was not asked to bid according to living wage because the cost was under $50,000.00; and

WHEREAS, the Purchasing Department brought to the Facilities Department’s attention that when the current contract and the mold remediation contract are combined it puts Len’s Carpet over the $50,000.00 threshold which requires the vendor to pay living wage; and

WHEREAS, in addition to the living wage increase when Len’s Carpet removed all the drywall, per the contract, additional mold was revealed on adjacent walls; and

WHEREAS, the cost difference includes $1,102.50 for the living wage increase as well as $2,929.00 for the additional mold remediation for a not to exceed cost of $4,031.50; and

WHEREAS, the Controller/Administrator approved proceeding rather than waiting until the next round to submit this request as this would have prevented Community Mental Health from occupying the premises by the end of December; and

WHEREAS, the funds for said services are located within Line Item #511-61580-818000-02013.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes amending the contract with Len’s Carpet Care & Consultants, 3436 Franette Road, Lansing, Michigan 48906 to include the $1,102.50 living wage increase as well as $2,929.00 for additional mold remediation, at Forest Community Health Center, for a total contract amendment amount not to exceed $4,031.50.

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: The Human Services Committee will meet on 1/25/16

COUNTY SERVICES: Yeas: Koenig, Celentino, Bahar-Cook, Tsernoglou, Hope, Maiville
Nays: None    Absent: Nolan    Approved 1/19/2016
FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None    Absent: Tennis, Schafer    Approved 1/20/2016
RESOLUTION TO AUTHORIZE A CONTRACT WITH BIG BROTHERS BIG SISTERS MICHIGAN CAPITAL REGION TO PROVIDE ADMINISTRATIVE OVERSIGHT AND PROGRAMMING LEADERSHIP TO THE COMMUNITY COALITION FOR YOUTH CAPITAL AREA MENTORING PARTNERSHIP PROGRAM FOR 2016

RESOLUTION # 16 –

WHEREAS, the Ingham County/City of Lansing Youth Violence Prevention Coalition since renamed the Community Coalition for Youth (CCY) was established in 1994 by former Mayor David Hollister and former Ingham County Board of Commissioners Chairperson, Jean McDonald, in response to a dramatic increase in youth violence and delinquency in Ingham County during the 1990's; and

WHEREAS, CCY adopted a comprehensive strategy to advance youth mentoring to close educational opportunity and achievement gaps to increase high school graduation and post-secondary completion rates, prevent and reduce violence and delinquency, and provide opportunities for civic engagement, entrepreneurship, and career and professional development to support the next generation of parents and leaders; and

WHEREAS, the structure to further mentoring for Ingham County youth was formed by CCY and is called the Capital Area Mentoring Partnership (CAMP); and

WHEREAS, previously this contract was held by Capital Area United Way (CAUW) and in 2014 was transitioned to Big Brothers Big Sisters Michigan Capital Region; and

WHEREAS, the Ingham County budget included $27,000 as the County’s share of funding for CCY in the fiscal year 2015.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a contract with Big Brothers Big Sisters Michigan Capital Region for the period November 1, 2015 through October 31, 2016 in an amount not to exceed $25,000 as Ingham County’s share of funding to provide administrative oversight and programmatic leadership according to the scope of services described in Attachment A.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments, including the carry-over of $25,000 of the funds budgeted for the CCY in 2015 to FY 2016 to implement this contract.

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

HUMAN SERVICES: The Human Services Committee will meet on 1/25/16
FINANCE: **Yea:** Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
**Nays:** None  **Absent:** Tennis, Schafer  **Approved 1/20/2016**
Attachment A:

Community Coalition for Youth
Scope of Work
November 2015 – November 2016

1. **Plan Year:** November 2015 - November 2016

2. **Project:** Capital Area Mentoring Partnership

3. **Project Goals:**

   In consideration of a $25,000 contract with Ingham County, Big Brothers Big Sisters Michigan Capital Region proposes to facilitate the Capital Area Mentoring Partnership’s in:
   - Adopting the recently developed universal child safety standards of CAMP
   - Developing and implementing shared outcome measurements
   - Developing and Implementing a capacity building plan for 2016/2017

4. **Planned Activities:**

   Big Brothers Big Sisters Michigan Capital Region will facilitate a monthly meeting of the Capital Area Mentoring Partnership members. CAMP meetings are scheduled for every third Wednesday of the month (with the expectation of December, we will meet the 2\textsuperscript{nd} Wednesday) in 2016.

5. **Outcome Measurements:**

   - 80% of the partnership’s membership will adopt child safety standards
   - 80% of the partnership’s membership will begin utilizing joint outcome measures

6. **Program Evaluation:**

   On a quarterly basis, Big Brothers Big Sisters Michigan Capital Region will report progress toward project goals, outcome measurements and contract funds.

7. **Staffing:**

   Capital Area Mentoring Partnership will be staffed primarily by Jamie Griggs, Big Brothers Big Sisters Match Support Specialist
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT FOR MICHIGAN STATE UNIVERSITY EXTENSION SERVICES BETWEEN MICHIGAN STATE UNIVERSITY AND INGHAM COUNTY APPROVING THE ANNUAL WORK PLAN FOR 2016

RESOLUTION # 16 –

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

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

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

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

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

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

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

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into the attached annual Work Plan that includes a county assessment of $231,328 with MSU Extension for the period of January 1, 2016 through December 31, 2016 for delivery of Extension services and education.

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

HUMAN SERVICES:  The Human Services Committee will meet on 1/25/16
FINANCE:  **Yea:**  Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert

**Nay:**  None   **Absent:**  Tennis, Schafer  **Approved 1/20/2016**
A. Specific Contributions by MSUE:

1. At least 1.0 FTE Extension Educator whose primary office of operations will be the county Extension office is included in the assessment, unless otherwise agreed to by the county.

2. 0.8 FTE - Extension educators. Please indicate the area(s)s of Expertise: AABI-Horticulture

3. 1.5 FTE - 4-H program coordinator(s).

4. 0.5 FTE - Additional 4-H program coordinators/other paraprofessional.

5. _____ FTE – Support Staff

6. _____ FTE - Other Staff to be included Agreement for Extension Services. Please indicate title and rank _____

7. Administrative oversight included in annual assessment.

8. Access to Extension Educators with expertise in each of the MSUE Institutes included in annual assessment.

9. Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff and/or county staff upon request. Supervision is included in the annual assessment.

10. Annual reporting of services provided, audiences served, and impact of programs in the county.

B. Specific Contributions by the County:

1. Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. Office space will be available for additional MSUE and/or county staff as mutually agreed. The office must be provided high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in Appendix A. The office space must be at least comparable to the average office space used by County employees.

2. Clerical staff for the Extension office that will perform clerical functions, including assisting county residents in accessing MSUE resources by office visit, telephone, email, internet and media. This can be a county employee or the county can contract with MSU for their services.

3. General operating expenses for the office and non-MSU Personnel.
C. Assessment to County:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016 TOTAL BASE Assessment</td>
<td>$ 123,476.00</td>
</tr>
<tr>
<td>ADDITIONAL PERSONNEL</td>
<td></td>
</tr>
<tr>
<td>1. Educator</td>
<td>77,802</td>
</tr>
<tr>
<td>2. 4-H Program Coordinators</td>
<td>0</td>
</tr>
<tr>
<td>3. Additional 4-H program coordinators/other paraprofessional</td>
<td>30050</td>
</tr>
<tr>
<td>4. Support Staff</td>
<td>0</td>
</tr>
<tr>
<td>5. Other Staff</td>
<td></td>
</tr>
<tr>
<td>TOTAL COUNTY PAYMENT FOR 2016</td>
<td>$231,328.00</td>
</tr>
</tbody>
</table>

For the period, January 1, 2016 to December 31, 2016, INGHAM County shall pay to MSUE $231,328.00, which is the cost of the assessment plus any additional personnel costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to:

MSUE Extension Budget Office
446 W. Circle Dr.
160 Agriculture Hall
East Lansing, MI 48824

MICHIGAN STATE UNIVERSITY

By: ______________________________
Daniel T. Evon, Director,
Contract & Grant Administration

Date: ______________________________

INGHAM COUNTY

By: ______________________________

Date: ______________________________

Title: ______________________________
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE INGHAM COMMUNITY HEALTH CENTER BOARD BYLAWS

RESOLUTION # 16 –

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 under Article V, Section A of the Ingham Community Health Center (ICHC) Board Bylaws, it states that the ICHC Board shall consist of no less than thirteen (13) and no more than seventeen (17) members to maintain appropriate representation for the complexity of the Community Health Centers; and

WHEREAS, ICHD desires to amend the Bylaws to state that the ICHC Board shall consist of no less than nine (9) and no more than fifteen (15) members to maintain appropriate representation for the complexity of the Community Health Centers; and

WHEREAS, ICHD also wishes to amend the committee structures referred to in Article IX, Section B in order to reflect the adjusted number of required and maximum ICHC Board members and to convert the Planning and Development Committee to an Executive Committee; and

WHEREAS, the amended Bylaws would state that each committee, excluding the Executive Committee, be composed of no less than three members and no more than 49% of all ICHC Board members, with the Executive Committee composed of the Community Health Center Chairperson (who shall serve as chair or designate a chair in his/her absence) and the Chairpersons of the Finance, Quality, and Membership Committees (totaling four (4) members); and

WHEREAS, the Ingham Community Health Center Board has reviewed and supports the amendment to Article V, Section A and the amendment to Article IX, Section B of the Ingham Community Health Center Board Bylaws; and
WHEREAS, the Health Officer recommends that the Board of Commissioners authorize these amendments to the ICHC Board of Directors Bylaws.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopt the amendments 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 any necessary contract documents on behalf of the county after approval as to form by the County Attorney.

HUMAN SERVICES: The Human Services Committee will meet on 1/25/16

FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
    Nays: None   Absent: Tennis, Schafer   Approved 1/20/2016
WHEREAS, Resolution #15-371 authorized the Ingham County Health Department (ICHD) to enter into an agreement for up to $85,000 with Capital Area Community Services, Inc. Head Start (CACS) to provide training through an Early Head Start Partnership expansion grant; and

WHEREAS, the resolution authorized a term of October 1, 2015 through September 30, 2016 for this agreement; and

WHEREAS, CACS would like to increase the total amount of reimbursement to ICHD from up to $85,000 to up to $108,380; and

WHEREAS, the $108,380 will be now be split over three separate agreements in order to match the terms of the awards granted to CACS; and

WHEREAS, the individual contract amounts and terms are as follows:

- October 1, 2015 to January 30, 2016, CACS will pay OYC up to $24,910 to facilitate Child Development Associate (CDA) trainings for Early Head Start providers in the community.
- October 1, 2015 to July 31, 2016, CACS will pay OYC up to $10,200 for Head Start Classroom Assessment Scoring System (CLASS) evaluations for up to 51 Head Start classrooms.
- February 1, 2016 to July 31, 2016, CACS will pay OYC up to $73,270 to facilitate CDA trainings for Early Head Start providers in the community.

WHEREAS, the Health Officer recommends that the Board of Commissioners amend Resolution #15-371 to reflect the above contract terms and amounts.

THEREFORE BE IT RESOLVED, Resolution #15-371 is amended to reflect the adjusted Early Head Start Partnership expansion grant funding from CACS for a new total of up to $108,380.

BE IT FURTHER RESOLVED, that the adjusted contract amounts and terms are as follows:

- October 1, 2015 to January 30, 2016, CACS will pay OYC up to $24,910 to facilitate Child Development Associate (CDA) trainings for Early Head Start providers in the community.
- October 1, 2015 to July 31, 2016, CACS will pay OYC up to $10,200 for Head Start Classroom Assessment Scoring System (CLASS) evaluations for up to 51 Head Start classrooms.
- February 1, 2016 to July 31, 2016, CACS will pay OYC up to $73,270 to facilitate CDA trainings for Early Head Start providers in the community.
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 after approval as to form by the County Attorney

**HUMAN SERVICES:** The Human Services Committee will meet on 1/25/16

**FINANCE:**  **Yea:** Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert  
**Nays:** None  
**Absent:** Tennis, Schafer  
**Approved 1/20/2016**
WHEREAS, the Michigan Primary Care Association (MPCA) has partnered with OSIS, an Ohio not-for-profit corporation for the use of Patient Centered Medical Home (PCMH) tool kit software in order to provide Michigan health centers a data collection tool to assist in meeting the documentation requirements for PCMH recognition; and

WHEREAS, this software was designed to interface directly with Nextgen electronic health records; and

WHEREAS, MPCA has negotiated a significantly reduced price for the use of PCMH tool kit software at an initial cost of $2500 and an ongoing monthly maintenance fee of $63; and

WHEREAS, in 2016 River Oak Community Health Center must recertify its PCMH status and Forest Community Health Center will also be applying for PCMH recognition; and

WHEREAS, the PCMH application requires an extensive amount of supportive documentation that the OSIS software would allow ICHD to collect from these health centers; and

WHEREAS, the agreement between ICHD and OSIS would become effective March 1, 2016 and renew automatically on an annual basis; and

WHEREAS, the Ingham Community Health Center Board has reviewed and supports entering into an agreement for a PCMH tool kit; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize the agreement between ICHD and OSIS for the use of PCMH tool kit software at an initial cost of $2500 and an ongoing monthly maintenance fee of $63.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an agreement with OSIS for the use of PCMH tool kit software at an initial cost of $2,500 and an ongoing monthly maintenance fee of $63.

BE IT FURTHER RESOLVED, that this agreement would become effective March 1, 2016 and renew automatically on an annual basis.

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 after approval as to form by the County Attorney.

HUMAN SERVICES: The Human Services Committee will meet on 1/25/16

FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None
Absent: Tennis, Schafer
Approved 1/20/2016
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE SERVICE AGREEMENT WITH SHRED-IT FOR SHREDDING SERVICES

RESOLUTION # 16 –

WHEREAS, the Ingham County Health Department (ICHD) is currently contracting with Shred-It USA, LLC for on-site shredding service at the Human Services Building; and

WHEREAS, ICHD would like to amend this service agreement to add shredding service at the newly opened Forest Community Health Center; and

WHEREAS, this service will help ensure that Forest is compliant with all HIPAA requirements for proper disposal of protected health information (PHI); and

WHEREAS, the additional cost for three 64 gallon secure shredding bins at Forest is $75.05 per service (every four weeks) with all other terms of the service agreement remaining the same; and

WHEREAS, the Ingham Community Health Center Board supports adding shredding service at the newly opened Forest Community Health Center; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes the amendment to the service agreement with Shred-It to add shredding service at Forest Community Health Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the service agreement with Shred-It USA, LLC to add shredding service at Forest Community Health Center.

BE IT FURTHER RESOLVED, the additional cost for three 64 gallon secure shredding bins at Forest is $75.05 per service (every four weeks) with all other terms of the service agreement remaining 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 after approval as to form by the County Attorney.

HUMAN SERVICES: The Human Services Committee will meet on 1/25/16

FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None    Absent: Tennis, Schafer    Approved 1/20/2016
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE SUBCONTRACT AGREEMENTS, SUPPLY PURCHASES, AND COMPUTER PURCHASES IN SUPPORT OF THE HEALTHY START PROJECT

RESOLUTION # 16 –

WHEREAS, Resolution #14-413 authorized the Ingham County Health Department (ICHD) to accept a grant award of up to $750,000 from the U.S. Department of Health and Human Services (HHS), Division of Health Resources and Services Administration (HRSA) for the period of September 1, 2014 through May 31, 2019 in support of the Healthy Start program; and

WHEREAS, HRSA approved a carryover request of $175,000 in unobligated funds from Program Year 1 (2014-2015) to complete unfinished projects intended to strengthen and maximize the Healthy Start program operations; and

WHEREAS, the projects are essential to achieving the desired HRSA benchmarks of improving women’s health, promoting quality services, strengthening family resilience, and achieving collective impact; and

WHEREAS, the extension period for these funds is January 1, 2016 through March 31, 2016; and

WHEREAS, ICHD will subcontract with the following organizations for the duration of the extension in order to complete these projects:

- Michigan Public Health Institute (MPHI) for development of a database reporting tool and module for standardizing reports (up to $60,000)
- Redhead Design to develop and implement breastfeeding and safe sleep marketing materials (up to $45,000)
- Adams Outdoor Advertising for billboards to support the breastfeeding and safe sleep campaign (up to $10,000)
- Birth Kalamazoo to provide birth doula workshops for staff (up to $10,000); and

WHEREAS, ICHD will purchase general and home visiting supplies in an amount up to $30,000 and necessary computer tablets and software in an amount up to $20,000; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the subcontracts and purchases outlined above.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the following subcontracts for the period of January 1, 2016 through March 31, 2016:

- Michigan Public Health Institute (MPHI) for development of a database reporting tool and module for standardizing reports (up to $60,000)
- Redhead Design to develop and implement breastfeeding and safe sleep marketing materials (up to $45,000)
• Adams Outdoor Advertising for billboards to support the breastfeeding and safe sleep campaign (up to $10,000)
• Birth Kalamazoo to provide birth doula workshops for staff (up to $10,000).

BE IT FURTHER RESOLVED, that ICHD is authorized to purchase general and home visiting supplies in an amount up to $30,000 and necessary computer tablets and software in an amount up to $20,000.

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 after approval as to form by the County Attorney.

HUMAN SERVICES: The Human Services Committee will meet on 1/25/16

FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None Absent: Tennis, Schafer Approved 1/20/2016
WHEREAS, the Michigan Association of United Ways (MAUW) received a grant from the Michigan Health Endowment fund to support the expansion and integration of the Children’s Healthcare Access Program (CHAP), collaborative, community-based program for children who are enrolled in Medicaid, it is designed to reduce barriers to accessing health care at the family, health care provider and health system level; and

WHEREAS, the Ingham County Health Department (ICHD) has served as the Fiduciary and Medicaid Match Partner for the Wayne County CHAP since June 2014; and

WHEREAS, MAUW is requesting that ICHD be the fiduciary/payee for the Health Endowment grant. The CHAP projects are as follows: MI-CHAP (Lead Agency MAUW), Ingham CHAP (Lead Agency Capital Area United Way), and Northwest Michigan CHAP (Lead Agency Upper Peninsula Commission); and

WHEREAS, sustainability of the CHAP is dependent upon receiving Medicaid Outreach Matching Funds; and

WHEREAS, health departments in Kent, Macomb, Kalamazoo, Genesee and Saginaw are serving as the fiduciary/payee for CHAP in these counties; and

WHEREAS, ICHD is proposing four separate fiduciary agreements to facilitate the Medicaid Match for the CHAP grant 1) MAUW as Payee, 2) MAUW as lead agency for MI-CHAP, 3) Capital Area United Way (CAUW) as lead agency for Ingham CHAP and 4) Upper Peninsula Commission (UPCAP) as lead agency for Northwest MI CHAP. ICHD will retain an administrative fee in the amount not to exceed 11.38% of the total funds received during the duration of each fiduciary agreement; and

WHEREAS, the contract period of each agreement will be from October 1, 2015 through September 30, 2017; and

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

1. Receive funds from MAUW up to $984,020 for CHAP projects.
2. Set up a system to provide an initial payment to MAUW/MI-CHAP, CAUW/Ingham CHAP and UPCAP/Northwest MI CHAP and subsequent reimbursement of costs.
3. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds.
4. Perform on site, quarterly sub-recipient monitoring of each CHAP Project and Lead Agency.
5. Forward any required reports as provided by each CHAP.

WHEREAS, CHAP will:
1. Provide quarterly financial reports of all expenses.
2. Provide quarterly reports for Medicaid Outreach.
3. Provide any and all programmatic reports to be sent to MAUW.
4. Keep ICHD up-to-date on any changes in funding.

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize the acceptance of funds from Michigan Association United Ways in the amount of up to $984,020 and enter into four separate agreements to act as the fiduciary/payee for MAUW grant with the MAUW (MI-CHAP), Capital Area United Way (for Ingham CHAP) and Upper Peninsula Commission (for Northwest MI CHAP).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds from the Michigan Association United Ways in the amount of up to $984,020 and four separate agreements for ICHD to act as the fiduciary/payee for MAUW grant with the MAUW (for MI-CHAP), Capital Area United Way (for Ingham CHAP) and Upper Peninsula Commission (for Northwest MI CHAP).

BE IT FURTHER RESOLVED, the contract period of each Agreement will be from October 1, 2015 through September 30, 2017.

BE IT FURTHER RESOLVED, ICHD will retain an administrative fee in the amount not to exceed 11.38% of the total funds received during the duration of each 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: The Human Services Committee will meet on 1/25/16

FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
       Nays: None  Absent: Tennis, Schafer  Approved 1/20/2016
Introduc‌ed by the Law & Courts Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONTINUE THE ANIMAL CONTROL SHELTER ADVISORY BOARD AND REAFFIRMING RESPONSIBILITIES AND COMPOSITION

RESOLUTION # 16 –

WHEREAS, Resolution #03-165 created an Animal Control Shelter Advisory Board; and

WHEREAS, since its establishment, Resolutions #03-197, #07-57 and #15-358 have amended the responsibilities and composition of the Animal Control Shelter Advisory Board; and

WHEREAS, Resolution #03-165 stated that Resolution #03-165 would automatically expire unless extended by the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby extends Resolution #03-165 and the Animal Control Shelter Advisory Board until such time that the Board of Commissioners determine it is no longer necessary.

BE IT FURTHER RESOLVED, that the task and responsibilities of the Advisory Board will remain as follows:

- Consider concerns about the shelter policies and operations as referred to them by the Law & Courts Committee and Animal Control Director.
- Work with the public, rescue organizations, and Board of Commissioners to recommend ways that will make the shelter more efficient, user-friendly, and promote adoptions.
- Develop ways to promote adoption of animals at the shelter.
- Seek funds from outside agencies, including grants, for the improvement of the Shelter.
- Develop recommendations to the Board of Commissioners regarding the Ingham County Animal Control's mission, and services for which there is a need.
- Research and review successful programs which could serve as models for improvements in our County, and invite participation at its meetings of other persons with useful expertise and experience.
- Regularly review the operations of the Ingham County Animal Control and make suggestions to the Law & Courts Committee for changes as needed.
- Continue efforts to increase and encourage participation by volunteers at the shelter.
- In addition, we would request that member’s training and orientation include a tour of the ICAC with the ICAC Director and encourage to volunteer.

BE IT FURTHER RESOLVED, that this Advisory Board will consist of nine members, as follows:

- Two (2) members of the Board of Commissioners, with preference given to a member of the Law and Courts Committee, and the remaining seven (7) members may include representation from:
- One practicing veterinarian in Ingham County
- One representative nominated by the Capital Area Humane Society or a rescue approved to receive animals by ICAC
- Local Law Enforcement or Department of Agriculture
- One Volunteer
- Two members of the general public
- Animal Control Director (ex-officio member)

**LAW & COURTS: Yeas:** Crenshaw, Celentino, Anthony, Banas, Maiville

**Nays:** None  
**Absent:** Tsernoglou, Schafer  
None  
Approved 1/14/2016
JANUARY 26, 2016
AGENDA ITEM NO. 32

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A FIVE-YEAR SOFTWARE SUBSCRIPTION AND SERVICE AGREEMENT WITH COURTHOUSE TECHNOLOGIES, LTD FOR A COUNTY-WIDE JUROR MANAGEMENT SYSTEM AND SOFTWARE SUPPORT

RESOLUTION # 16 –

WHEREAS, Ingham County Jury Administration provides jury management services, as authorized by MCL 600.1300 et seq., for the 30th Circuit Court (Lansing and Mason locations), 54A District Court (City of Lansing), 54B District Court (City of East Lansing), and 55th District Court (Mason); and

WHEREAS, Ingham County Jury Administration has been providing jury management services through a software license agreement with Xerox Government Systems, LLC, f/k/a ACS Government Systems, Inc., which is due to expire on August 31, 2017; and

WHEREAS, Ingham County Jury Administration, the Jury Board and the Courts recognized an opportunity to research juror management system upgrades that would minimize inconvenience to citizens serving as jurors and broaden citizen participation through the use of technological advancements; and

WHEREAS, Xerox Government Systems, LLC and Courthouse Technologies, LTD, identified as having the leading stand-alone juror management systems in the State of Michigan, submitted proposals for software products to Ingham County Jury Administration for review; and

WHEREAS, Ingham County Jury Administration reviewed and summarized the services and costs attributed to the proposals submitted by Xerox Government Systems, LLC and Courthouse Technologies, LTD and shared this information with the Jury Board, representatives of the Courts and the Board of Commissioners through the 2016 budget process; and

WHEREAS, Courthouse Technologies, LTD is a General Services Administration Schedule 70 contract #GS-35F-0536X awarded vendor who currently provides jury management services for courts in Macomb, Washtenaw, Berrien, Kent, St. Clair, Saginaw, Cass, St. Joseph, Calhoun, Van Buren and Otsego counties and is in negotiation with courts in Crawford, Tuscola, Ottawa, and Shiawassee counties; and

WHEREAS, Courthouse Technologies, LTD has provided Ingham Jury Administration with a proposed five year software subscription and service agreement, to begin in 2016 that includes a jury management system, interactive web response system, interactive voice response system, imaging system, and data cleansing and summons production/mailing service at a rate of $1.25 per questionnaire/summons for the first two years of the contract and $1.50 per questionnaire/summons for the last three years of the contract for an average of $1.40 per questionnaire/summons; and
WHEREAS, the subscription rate offered by Courthouse Technologies, LTD, combined with ancillary costs of doing business, averages $60,000 a year less over a five year period than the proposal, combined with ancillary costs of doing business, submitted by Xerox Government Systems, LLC; and

WHEREAS, Ingham County Jury Administration, the Jury Board, through unanimous vote at the March 25, 2015 Jury Board meeting, and the Courts believe Courthouse Technologies, LTD is the more capable of the two companies of delivering a jury management system upgrade that minimizes inconvenience to citizens serving as jurors, broadens citizen participation, and maximizes the efficiency of jury staffing resources.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a five-year software subscription and service agreement with Courthouse Technologies, LTD in 2016 for a jury management system, interactive web response system, interactive voice response system, imaging system, and data cleansing and summons production/mailing service at a rate of $1.25 per questionnaire/summons for the first two years of the contract and $1.50 per questionnaire/summons for the last three years of the contract.

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.

**LAW & COURTS:**  Yeas:  Crenshaw, Celentino, Anthony, Banas, Maiville
Nays:  None  Absent:  Tsernoglou, Schafer  None  Approved 1/14/2016

**FINANCE:**  Yeas:  Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays:  None  Absent:  Tennis, Schafer  Approved 1/20/2016
WHEREAS, in 2008 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, these grant funds were used to purchase a security monitoring system from Vidcom Solutions for the Oasis Center Visitation and Exchange Center for $22,261.89 as authorized by Resolution #12-201; and

WHEREAS, these grant funds were also used to purchase a computer and related peripheral equipment for $2,049.84 in 2012; and

WHEREAS, the Oasis Visitation and Exchange Center was closed due to lack of additional available grant funds on December 31, 2015; and

WHEREAS, the Office of Violence on Women, U.S. Department of Justice financial guide states that when no longer needed for the original program or project, equipment may be used in other activities currently or previously supported by a Federal agency; and

WHEREAS, the Office of Violence on Women, U.S. Department of Justice financial guide further states that first preference for other use shall be given to other programs or projects supported by OVW; and

WHEREAS, as an Oasis Visitation and Exchange Center subcontractor and collaborator, End Violent Encounters (EVE, Inc.) meets the criteria set forth by OVW for the disposal of surplus grant-funded equipment; and

WHEREAS, EVE, Inc. has indicated they have use for the surplus grant-funded equipment from Oasis Visitation and Exchange Center.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with EVE, Inc., for the use and disposal of surplus computer and security monitoring equipment formerly used at the Oasis Visitation and Exchange Center, in exchange for their continued provision of services for the benefit of victims of domestic violence in Ingham County and the greater Lansing area.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign such agreement upon the recommendation of the County Controller and approval as to form by the County Attorney.

LAW & COURTS: Yeas: Crenshaw, Celentino, Anthony, Banas, Maiville
Nays: None  Absent: Tsernoglou, Schafer  None  Approved 1/14/2016

FINANCE: Yeas: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None  Absent: Tennis, Schafer  Approved 1/20/2016
RESOLUTION AUTHORIZING THE COMMUNITY CORRECTIONS ADVISORY BOARD (CCAB) TO CONTINUE A CONTRACT FOR STAFF CONSULTANT SERVICES FOR FY2016

RESOLUTION # 16 –

WHEREAS, the Ingham County Commissioners authorized funds in the FY2016 budget to continue a contract for CCAB staff consultant services; and

WHEREAS, the current contract period authorized services through December of 2015; and

WHEREAS, the CCAB Staff Consultant position is three-quarter time for a total of 1,416 hours annually at the 2016 hourly rate of $32.55 per hour with no paid holidays and three weeks of unpaid vacation time resulting in a total cost of $46,091 for 2016; and

WHEREAS, State of Michigan – Office of Community Alternatives and City of Lansing grant funds also reduce the cost of Staff Consultant services to the County by $9,809 resulting in an actual cost to the County of $36,282 for 2016; and

WHEREAS, Westaff agrees to provide payroll services for this Staff Consultant position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby approve entering a contract with Westaff for CCAB Staff Consultant services from January 1, 2016 through December 31, 2016 in an amount not to exceed $46,091.

BE IT FURTHER RESOLVED, that the contract funds will come from the 2016 approved Community Corrections budget.

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

LAW & COURTS: Yea: Crenshaw, Celentino, Anthony, Banas, Maiville
Nays: None
Absent: Tsernoglou, Schafer
None
Approved 1/14/2016

FINANCE: Yea: Bahar-Cook, McGrain, Crenshaw, Anthony, Case Naeyaert
Nays: None
Absent: Tennis, Schafer
Approved 1/20/2016