

CHAIRPERSON  
MARK GREBNER

VICE-CHAIRPERSON  
DEB NOLAN

VICE-CHAIRPERSON PRO-TEM  
DON VICKERS

HUMAN SERVICES COMMITTEE  
TODD TENNIS, CHAIR  
BRIAN McGRAIN  
CAROL KOENIG  
DEB NOLAN  
DON VICKERS  
STEVE DOUGAN

## **INGHAM COUNTY BOARD OF COMMISSIONERS**

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

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, SEPTEMBER 19, 2011 AT 6:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [August 29, 2011](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Department of Human Services - Discussion Item: Su A'lyn Holbrook, Director of DHS - 60-Month Federal Lifetime Limit for Cash Assistance
  
2. Health Department
  - a. Resolution to Authorize a Letter of Understanding with the Ingham Intermediate School District for [Early On](#) Services
  - b. Resolution to Authorize an Agreement with Capital Area Community Services to Serve Early Head Start Children Through the [Family Outreach](#) Services Program
  - c. Resolution to Authorize a 2011-2012 Agreement with the [City of Lansing](#)
  - d. Resolution to Authorize a 2011-2012 Agreement with the Michigan Department of Community Health for the Delivery of Public Health Services Under the Comprehensive Planning, Budgeting and Contracting ([CPBC](#)) Process
  - e. Resolution Amending Resolution #11-254 and Authorizing the Use of the County [Logo](#) on the Medtipster Rx Discount Card
  - f. Resolution to Renew a Lease Agreement for the [Healthy Smiles](#) Dental Center at 2815 S. Pennsylvania Ave., Suite 203, Lansing MI
  - g. Resolution to Authorize the Ingham County Health Department to Enter into a No Cost Agreement with [Sparrow Laboratories](#)
  - h. Resolution to Authorize Administrative Support Services Agreements with County [Health Plans](#)
  
3. Special Transportation Millage - Resolution Authorizing the Second [Amendment](#) to the Agreement with the Capital Area Transportation Authority Dated January 1, 2011 Through December 31, 2015

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

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

## HUMAN SERVICES COMMITTEE

August 29, 2011

### Minutes

Members Present: Todd Tennis, Brian McGrain, Carol Koenig, Deb Nolan, Don Vickers, Steve Dougan, and Board Chairperson Grebner.

Members Absent: None

Others Present: Jared Cypher, Becky Bennett, Mary Lannoye, Teri Morton, Vince Dragonetti, Dean Sienko, Randy Marwede, Chuck Gray, John Neilsen, Donald Lehman, Gary Van Norman, Randy Rauch, Sarah Lindquist, Marian Owen, and others.

The meeting was called to order by Chairperson Tennis at 6:01 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

#### Approval of the August 15, 2011 Minutes

The August 15, 2011 Minutes were approved as submitted.

#### Additions to the Agenda

None.

#### Limited Public Comment

Chuck Gray, Chairman UAW TOPS, asked the Committee before making any final decisions to re-evaluate the positions that will change or be eliminated.

Comm. Dougan disclosed that he is on the Tri-County Office on Aging, Consortium Board.

Chairperson Tennis asked the Department Heads who are accepting of their recommended budget to please stand and state their approval. The following were present and accepted the 2012 recommended budget:

1. Budget Hearings
  - a. Veteran Affairs – Randy Marwede
  - b. Tri-County Office on Aging – Marian Owen
  - d. Mid-South Substance Abuse – Gary Van Norman
  - h. Department of Human Services – Randy Rauch
  - l. Central Michigan 2-1-1 Alliance – Sarah Lindquist

Mr. Cypher stated that although not present the following departments were accepting of their budget:

- e. Medical Care Facility
- j. Community Mental Health

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE FOLLOWING DEPARTMENTS:

1. Budget Hearings
  - a. Veteran Affairs
  - b. Tri-County Aging Consortium
  - c. Transportation Millage
  - d. Mid-South Substance Abuse
  - e. Medical Care Facility
  - h. Department of Human Services
  - j. Community Mental Health
  - l. Central Michigan 2-1-1 Alliance

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

Comm. Dougan asked Marion Owen, Tri-County Office on Aging to introduce her Deputy Director. Ms. Owen introduced Sara Aikman.

1. Budget Hearings
  - f. Medical Examiner

Dr. Sienko stated that the Department is supportive of the Controller's recommended budget.

Dr. Sienko provided an update on the contract with Sparrow, and that Sparrow is doing more autopsies than he originally anticipated. He stated that he is now in discussions with Sparrow to amend the contract and has requested they contact him before an autopsy is performed. There was a discussion of the number of autopsies and the associated costs.

Dr. Sienko explained the required procedures of a forensic pathologist and medical examiner, as well as, reasons for an autopsy. Comm. Grebner suggested introducing a procedure requiring a County representative/employee to approve autopsies before they are performed.

Dr. Sienko stated that he would be attending three more meetings before he retires, and hopes to have an amended contract prior to his retirement.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. VICKERS, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE MEDICAL EXAMINER.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Koenig

- g. Health Department

Dr. Sienko stated that the Department is supportive of the Controller's recommended budget; however, there is concern about the costs related to the electronic health records transition in January 2012. He explained that other facilities had experienced complications and a decrease in productivity during the transition period.

Comm. Vickers asked for more information about the Access to Health Project. Dr. Canady explained the project began in the 90's from the Community Voices and around the establishment of the Ingham Health Plan. The project has evolved to be a more comprehensive project that looks at issues of health equity, access, social justice and provisions for public health services broadened. The activities are primarily budgeted through a Kellogg Foundation Grant. There was a discussion of costs funded by the General Fund, and the number of meetings attended and facilitated.

Comm. Dougan asked if 3.5 positions were to be eliminated and how many of those are UAW. Dr. Sienko stated the positions are UAW TOPS, and a Medical Examiner Administrative Assistant will be eliminated. Dr. Canady stated the Vision and Hearing Technician and Family/Child Advocate positions will be eliminated and she explained the restructuring within the Department.

(Comm. Koenig arrived at 6:19 p.m.)

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. NOLAN, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE HEALTH DEPARTMENT.

MOTION CARRIED UNANIMOUSLY.

i. Cooperative Extension

Donald Lehman, MSU Extension stated that they were accepting of the budget.

Comm. Dougan asked for clarification of the MSU Extension assessment credit. Ms. Lannoye stated in general it is a change in the way MSU contracts with the County. Mr. Lehman explained the assessment credit is for the County funded 4-H Program Assistant and if the assistant were funded by the MSU Extension there would not be a credit.

Comm. Vickers asked if Mr. Daniel Hudson, MSU Extension Educator has been replaced. Mr. Lehman stated the position will not be filled, and directly Mr. Silva, a MSU Extension Educator from Eaton County has been providing services on a regular basis.

Comm. Nolan asked for clarification of the funding for the Community Coalition for Youth. Ms. Lannoye stated the \$10,000 is revenue received from the city of Lansing.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. NOLAN, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE COOPERATIVE EXTENSION.

MOTION CARRIED UNANIMOUSLY.

k. Community Agencies

Mr. Cypher stated this is a continuation of last year. Comm. Vickers expressed his concern that the funds only be used for basic needs. Chairperson Tennis stated the approval for the Community Agencies is not to approve the agencies applications, but, is for the potential total dollar amount. He stated each agencies application would be reviewed and in November the allocation of funds will be approved or rejected. Comm. McGrain noted that the agencies were not fully funded last year.

MOVED BY COMM. KOENIG, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE CONTROLLER'S RECOMMENDED BUDGET FOR THE COMMUNITY AGENCIES.

MOTION CARRIED UNANIMOUSLY.

2. Final Ranking

Comm. McGrain noted that grant funding for Impact is ending and suggested it be considered for the "Z" List. Ms. Lannoye stated it was her understanding that DHS had requested General Fund money for Impact to make up for the CMH loss revenue. Mr. Cypher clarified that in the DHS budget is a continuation of funding from 2011.

No items were placed on the "Z" list.

Announcements

Chairperson Tennis stated that the search for a Health Officer has begun and there have been a handful of responses. He noted that applications will be accepted until September 9, 2011 and interviews will take place a few weeks later. The Commissioners discussed scheduling a date for interviews. Chairperson Tennis asked for anyone with a scheduling conflict please let him know.

Ms. Lannoye provided a handout of the "2012 Controller Recommended Position Changes/Eliminations". She noted this list was sent to all the unions.

Public Comment

None.

The meeting adjourned at approximately 6:55 p.m.

Respectfully submitted,

Julie Buckmaster

# SEPTEMBER 19, 2011 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

## **ACTION ITEMS:**

**The Assistant Deputy Controller is recommending approval of the following resolutions:**

### **2. Health Department**

- a. *Resolution to Authorize a Letter of Understanding with the Ingham Intermediate School District for Early On Services*

This resolution authorizes a continuation of the partnership with Ingham Intermediate School District to provide Early On services to high risk infants and children. The proposed letter of understanding offers Ingham County \$108,868 in Early On funds to compensate the Public Health Nursing Division for 1.25 FTE staff costs.

- b. *Resolution to Authorize an Agreement with Capital Area Community Services to Serve Early Head Start Children Through the Family Outreach Services Program*

This resolution authorizes an agreement with Capital Area Community Services (CACS) to continue home visiting outreach services to the Early Head Start population through the Health Department's Family Outreach Services Program. CACS is providing \$82,774 to support these services, which are provided by two existing staff persons at the Health Department. The term of the proposed agreement is August 1, 2011 to July 31, 2012. The agreement requires the Department to provide in-kind support valued at \$20,694 in the form of supervisor salary and benefits, indirect costs, and facilities.

- c. *Resolution to Authorize a 2011-2012 Agreement with the City of Lansing*

This resolution authorizes an agreement with the City of Lansing to provide financial support for various services provided by or through the Ingham County Health Department that benefit Lansing residents. For this year's agreement the City is offering \$90,000. The supported services include:

1. Adult Health/STI Clinic - \$1,000
2. Health Care Access - \$11,000
3. Child Care Scholarship Program - \$47,000
4. High Risk Adolescent Program - \$21,000
5. Community Coalition for Youth - \$10,000

- d. *Resolution to Authorize a 2011-2012 Agreement with the Michigan Department of Community Health for the Delivery of Public Health Services Under the Comprehensive Planning, Budgeting and Contracting (CPBC) Process*

This resolution authorizes the agreement for the delivery of public health services under the Comprehensive Planning, Budgeting and Contracting (CPBC) Process. The process is the principal mechanism for clarifying the role and responsibilities of the state and local governments. The agreement serves as the vehicle for accepting almost \$5.0 million in state and federal grant and formula funding to support a number of public health services. The public health services to be delivered under this Agreement include Local Public Health Operations, Community Health Assessment activities and categorical programs. Funding levels are included in the Health Department's FY 2012 budget proposal. The resolution also authorizes subcontracts in the Breast and Cervical Cancer Control Program. These all consist of state and federal funds and are included in the Department's FY 2012 budget request. In addition, the resolution includes authorization for a number of service contracts to perform outreach activities to potential and current Medicaid beneficiaries. See the memorandum accompanying the resolution for more details.

- e. *Resolution Amending Resolution #11-254 and Authorizing the Use of the County Logo on the Medtipster Rx Discount Card*

This resolution amends Resolution #11-254 to authorize use of the Ingham County logo on the 4D Medtipster Rx Discount Card.

- f. *Resolution to Renew a Lease Agreement for the Healthy Smiles Dental Center at 2815 S. Pennsylvania Ave., Suite 203, Lansing MI*

This resolution will renew the lease for the Healthy Smiles Dental Center for three years commencing January 1, 2011 and terminating December 31, 2013. The base monthly rent will increase by 1.0% each year. The annual rent and utility cost for the above base term will be as follows:

1/1/11 to 12/31/11	\$12.73/sq. ft.	\$2,459.35/mo. + \$370.95/mo. for utilities
1/1/12 to 12/31/12	\$12.85/sq. ft.	\$2,483.94/mo. + \$386.93/mo. for utilities
1/1/13 to 12/31/13	\$12.98/sq. ft.	\$2,508.78/mo. + \$402.90/mo. for utilities

- g. *Resolution to Authorize the Ingham County Health Department to Enter into a No Cost Agreement with Sparrow Laboratories*

This resolution authorizes an agreement with Sparrow Laboratories (Sparrow) for phlebotomy services. Sparrow will provide the ICHD CHCN with a Laboratory Director, which is required of every Health Department in Michigan, effective October 1, 2011. In addition to providing a Laboratory Director, Sparrow will also staff a phlebotomist to receive orders, collect, process and prepare samples, Monday through Friday, 40 hours per week. Sparrow will provide all supplies, materials, equipment and furniture required to collect and process specimens and provide a computer terminal and printer for transmission/receiving of test results. Sparrow will also provide a bi-directional interface to the ICHD CHCN's Electronic Health Record. Sparrow will bill Medicaid or Medicare whenever indicated by the County.

- h. *Resolution to Authorize Administrative Support Services Agreements with County Health Plans*

This resolution authorizes new agreements, or authorizes amendments to extend existing agreements, for administrative support services with the community health plans. The period of the agreements, or amendments, will be October 1, 2011 through September 30, 2012. These agreements will automatically renew at the end of the term unless either party provides notice otherwise.

### **3. Special Transportation Millage**

- Resolution Authorizing the Second Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2011 through December 31, 2015*

This resolution authorizes the second amendment to the agreement with the Capital Area Transportation Authority (CATA) for the time period of January 1, 2011 through December 31, 2015; specifically the scope of services which will be effective from October 1, 2011 through September 30, 2012. For the period October 1, 2011 through September 30, 2012 the County will reimburse CATA as set forth in the attached Scope of Services. The amount to be reimbursed will not exceed the amount of millage funds available. A maximum of \$2,590,451 will be used to pay the actual expenses of operating, administrating and marketing Spec-Tran. A maximum of \$625,000 of the funds will be used to pay for the actual expenses of operating, administering and marketing CATA Rural Services. The amount of \$108,436 will be retained by the County for the operation of a vehicle used to transport area veterans to VA Hospitals in the region in the County's 2012 Fiscal Year.

**M E M O R A N D U M**

**TO:** Human Services Committee  
Finance Committee

**FROM:** Dean G. Sienko, MD, MS, Health Officer

**DATE:** September 8, 2011

**RE:** Resolution to Authorize a Letter of Understanding with Ingham Intermediate School District for Early On Services

The Ingham Intermediate School District is the local administrator for the Early On program in Ingham County. Early On is a program serving infants and children from birth to age 3 years, who have medical diagnoses that put them at risk for developmental delays. Children may also be referred to the program for suspected developmental delays.

The Public Health Nursing division has partnered with the Ingham ISD to provide Early On services to high risk infants and children since 1993. The Public Health Nursing staff offer a unique skill set to evaluate the child's medical issues along with knowledge of normal growth and development. Evaluations are done, anticipatory guidance is given, and families are referred to community resources to assist them in caring for their child. Early On children are served in their "natural environment", which is usually their home, and activities to stimulate their development are incorporated into daily routines.

The Ingham Intermediate School District has requested a continuation of this partnership, and has submitted a Letter of Understanding, which offers Ingham County \$108,868 in Early On funds to compensate the Public Health Nursing Division for 1.25 FTE staff costs.

I recommend that Board of Commissioners authorize the Letter of Understanding with the Ingham Intermediate School District.



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A LETTER OF UNDERSTANDING WITH THE INGHAM INTERMEDIATE SCHOOL DISTRICT FOR EARLY ON SERVICES**

WHEREAS, the Ingham Intermediate School District is the local administrator of Michigan's Early On program, a program to identify and serve high risk infants and children from birth through three years of age; and

WHEREAS, the Health Department's Public Health Nursing division serves as an important resource to identify health and developmental concerns in high risk infants and children; and

WHEREAS, the Ingham Intermediate School district partners with the Public Health Nursing division to provide services to high risk infants and children referred for Early On services; and

WHEREAS, the Ingham County Board of Commissioners has authorized an Early On Memorandum of Understanding each year since 1993, most recently enacted by Resolution #10-231; and

WHEREAS, the Intermediate School District proposes to execute a new Letter of Understanding for Public Health Nursing Early On service coordination services for FY 2011-2012; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with the Intermediate School District to accept the funds and provide the supportive services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the Ingham Intermediate School District to provide up to \$108,868 in Early On funds to reimburse Ingham County for Public Health Nursing services to high risk infants and children.

BE IT FURTHER RESOLVED, that the period of the agreement shall be July 1, 2011 through June 30, 2012.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement and to sign any documents that might be required by the Intermediate School District, after review by the County Attorney.

**MEMORANDUM**

TO: Human Services Committee  
Finance Committee

FROM: Dean G. Sienko, M.D., Health Officer

DATE: September 8, 2011

RE: Authorization to Enter into an Agreement with CACS – Early Head Start

This is a resolution to authorize an agreement with Capital Area Community Services (CACS) to continue home visiting outreach services to the Early Head Start population through the Health Department's Family Outreach Services Program.

CACS has developed programming for a younger population of low-income, at-risk children through Federal grants and has contracted with the Family Outreach Services Program to deliver home-based services to these children and their families since the program's inception.

CACS is providing \$82,774.00 to support these services, which are provided by two existing staff persons at the Health Department. The term of the proposed agreement is August 1, 2011 to July 31, 2012.

The agreement requires the Department to provide in-kind support valued at \$20,694.00 in the form of supervisor salary and benefits, indirect costs, and facilities. Previous experience has demonstrated our ability to support the in-kind requirements outlined in the agreement.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the agreement with CACS.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CAPITAL AREA COMMUNITY SERVICES TO SERVE EARLY HEAD START CHILDREN THROUGH THE FAMILY OUTREACH SERVICES PROGRAM**

WHEREAS, Capital Area Community Services (CACS) manages the Early Head Start Program to provide education and support to high risk families with children from birth through the child's third year of life; and

WHEREAS, since 2002, CACS has contracted with Ingham County to incorporate a home visiting outreach component to the programming through Family Outreach Services (FOS); and

WHEREAS, Capital Area Community Services has proposed to continue the services for the period of August 1, 2011 to July 31, 2012; and

WHEREAS, the Health Department has proposed to continue such programming as part of its Family Outreach Services; and

WHEREAS, the Health Officer has advised that this agreement is anticipated in the 2012 Budget and has recommended that the Board of Commissioners authorize the continuation of the agreement with Capital Area Community Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Capital Area Community Services to provide home visiting outreach services to support the Early Head Start Program.

BE IT FURTHER RESOLVED, that the period of the agreement will be August 1, 2011 to July 31, 2012.

BE IT FURTHER RESOLVED, that Capital Area Community Services will provide Ingham County with up to \$82,774.00, to support home visiting outreach services to the Early Head Start Program.

BE IT FURTHER RESOLVED, that the Health Department is required by the grant agreement to provide, as a non-federal share, an in-kind match in an amount of at least \$20,694.00 which shall constitute staff wages and benefits, indirect, facilities, advisory committee participation and parent participation.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the County Attorney.

## Memorandum

TO: Human Services Committee  
Finance Committee

FROM: Dean Sienko, MD

DATE: September 2, 2011

RE: 2011-2012 Agreement with the City of Lansing

As in previous years, the City of Lansing is proposing to provide financial support for various services provided by or through the Ingham County Health Department that benefit Lansing residents. For this year's agreement the City is offering \$90,000. The supported services include:

1. The City of Lansing will provide \$11,000 to support the position of a nurse in the Child Health Center, and will provide \$1,000 for pharmaceuticals for low-income un- or under-insured people.
2. The City of Lansing will support a Day Care Scholarship Program with a total of \$47,000 in funding. They will provide \$40,000 in scholarship monies and \$7,000 for an Account Clerk in the Office for Young Children which will administer the scholarships. Approximately 80 low-income families will benefit from this program.
3. The City of Lansing will support counseling and psychological treatment for youth in families affected by the sexual abuse of children with \$21,000 in total funds. The youth are identified by the Health Department, the Department of Social Services, Probate Court, and other community agencies. If there is no other source of assistance, the youth are referred to the Lead Counselor at the High Risk Adolescent Program at Willow Plaza Services who makes referrals to psychologists or counselors who provide treatment at a discounted rate. The City has allocated \$10,000 for psychological services for 25 youth and \$11,000 to support part of the salary of the Lead Counselor.
4. The City will provide \$10,000 to the Health Department to support the Community Coalition for Youth. These are largely pass through funds which go to the Community Change Initiative to improve opportunities for City youth.

This support from the City of Lansing helps maintain services the Department could not otherwise provide. The City of Lansing and Ingham County have had a good working relationship for many years. I urge the Board to authorize the continuation of that relationship by adopting the attached resolution.

c: John Jacobs w/attachment  
Bob Townsend w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A  
2011-2012 AGREEMENT WITH THE CITY OF LANSING**

WHEREAS, the City of Lansing has for many years provided funding to Ingham County to help support public health services for City of Lansing residents; and

WHEREAS, the City of Lansing is proposing to provide such support for the 2011-2012 fiscal year; and

WHEREAS, these revenues are anticipated in the Health Department's 2012 budget request; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the agreement with the City of Lansing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the City of Lansing to provide financial support to certain services provided by or through the Ingham County Health Department.

BE IT FURTHER RESOLVED, that the period of the agreement shall be July 1, 2011 through June 30, 2012.

BE IT FURTHER RESOLVED, that the City of Lansing shall provide \$90,000 to support the following services:

1. Adult Health/STI Clinic - \$1,000
2. Health Care Access - \$11,000
3. Child Care Scholarship Program - \$47,000
4. High Risk Adolescent Program - \$21,000
5. Community Coalition for Youth - \$10,000

BE IT FURTHER RESOLVED, that the Board Chairperson be authorized to sign the agreement after review by the County Attorney.

MEMORANDUM

TO: Human Services Committee  
Finance Committee

FROM: Dean G. Sienko, M.D., Health Officer

DATE: September 8, 2011

RE: 2011-2012 Agreement for the Delivery of Public Health Services under the Comprehensive Planning, Budgeting and Contracting (CPBC) Process

Under the Public Health Code, the State of Michigan and the 83 counties share responsibility for the protection of the public health of the citizens of Michigan. The agreement for the delivery of public health services under the Comprehensive Planning, Budgeting and Contracting (CPBC) Process is the principal mechanism for clarifying the role and responsibilities of the state and local governments. The agreement serves as the vehicle for accepting almost \$5.0 million in state and federal grant and formula funding to support a number of public health services. The public health services to be delivered under this Agreement include Local Public Health Operations, Community Health Assessment activities and categorical programs including:

AIDS/HIV Prevention and Care	Lead Safe Homes
Bioterrorism Emergency Preparedness	Maternal and Child Health Programs
Breast and Cervical Cancer Control	Tobacco Reduction
Building Healthy Communities	Tuberculosis Control
Children's Special Health Care Services	Sexually Transmitted Disease Control
Communicable Disease Prevention	Vision and Hearing Screening
Family Planning	Well and Septic Inspection
Food Vendor and Restaurant Inspection	The WIC Program
Immunizations	

The attached resolution will authorize the 2011-2012 Agreement. The Michigan Department of Community Health has tentatively set grant and formula funding levels for FY 2012. These levels are included in the Health Department's FY 2012 budget proposal now being evaluated by the Controller. The resolution also authorizes subcontracts in the Breast and Cervical Cancer Control Program. These all consist of state and federal funds and are included in the Department's FY 2012 budget request.

The resolution includes authorization for a number of service contracts to perform outreach activities to potential and current Medicaid beneficiaries in the following categories:

- Medicaid Outreach and Public Awareness
- Facilitating Medicaid Eligibility Determination
- Program Planning, Policy Development and Interagency Coordination Related to Medical Services
- Referral, Coordination, and Monitoring of Medicaid Services
- Medicaid-specific Training on Outreach Eligibility and Services
- Arranging for Medicaid-related Transportation and Translation

This strategy of contracting for outreach services is a key part of the Health Department's 2012 budget request. During 2004-2005 the State promulgated a Medicaid policy to establish the procedures for utilizing this outreach funding arrangement. The Medicaid policy guides the way in which the department builds relationships with neighborhood and community agencies. The contracts are established in conformance with the state policy and reporting is required to demonstrate that services are consistent.

The CPBC process—and all contracts with the Michigan Department of Community Health—are entirely electronic. Therefore, in the proposed resolution, the Board authorizes Dean Sienko, MD and John Jacobs, Chief Financial Officer to submit the 2011-2012 grant electronically.

This resolution and the corresponding Agreement represent important financial support for the Health Department programs established through the County budget process. I recommend the adoption of this resolution and the authorization of the Agreement, contracts and subcontracts. The MDCH will propose an amendment to the Agreement to incorporate the specific formula and categorical grant funding levels adopted by the Legislature and established by department formula if they differ from the tentative levels.

Attachment

c:           John Jacobs w/attachment  
              Bob Townsend w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A 2011-2012 AGREEMENT WITH  
THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH FOR  
THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER  
THE COMPREHENSIVE PLANNING, BUDGETING  
AND CONTRACTING (CPBC) PROCESS**

WHEREAS, the responsibility for protecting the public health is a shared responsibility between the State and county governments in Michigan; and

WHEREAS, the Michigan Department of Community Health and Ingham County have historically entered into contracts to clarify the role and responsibility of each party in protecting the public's health; and

WHEREAS, the Michigan Department of Community Health is in the process of establishing tentative grant funding levels for 2011-2012; and

WHEREAS, the Michigan Department of Community Health has proposed a 2011-2012 Agreement for the delivery of public health services under the Comprehensive, Budgeting and Contracting (CPBC) process to clarify roles and responsibilities, including funding relationships; and

WHEREAS, the Health Officer recommends that the 2011-2012 CPBC Agreement be authorized and executed.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a 2011-2012 Agreement with the Michigan Department of Community Health for the delivery of public health services under the Comprehensive Planning, Budgeting and Contracting Process.

BE IT FURTHER RESOLVED, that the period of the Agreement shall be October 1, 2011 through September 30, 2012.

BE IT FURTHER RESOLVED, that the scope of services included in this Agreement shall include Local Public Health Operations, and several categorical public health programs identified in the attachments to the Agreement.

BE IT FURTHER RESOLVED, that approximately \$5.0 million of state/federal funds will be made available to Ingham County through the CPBC Agreement, and that Ingham County's contribution to expenditures associated with the Agreement and budget shall not exceed levels appropriated in the County's 2012 Budget for these purposes.

BE IT FURTHER RESOLVED, that a professional services subcontract for up to \$16,600 is authorized with Environmental Testing and Consulting, Inc. to perform lead inspection and abatement oversight services through the Lead Hazard Remediation Program grant.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes subcontracts for the period October 1, 2011 through September 30, 2012 with specialty physicians, laboratories, and health care institutions and other service providers necessary to implement the Breast and Cervical Cancer Control Program in Clinton, Gratiot, Ingham, Ionia, Jackson, Livingston, Oakland and Washtenaw Counties, which is a program included in the CPBC Agreement.



BE IT FURTHER RESOLVED, that service contracts are authorized with the providers named below to support outreach activities to potential and current Medicaid beneficiaries in the following categories:

- Medicaid Outreach and Public Awareness
- Facilitating Medicaid Eligibility Determination
- Program Planning, Policy Development and Interagency Coordination Related to Medicaid Services
- Referral, Coordination and Monitoring of Medicaid Services
- Medicaid-Specific Training on Outreach Eligibility and Services
- Arranging for Medicaid-related Transportation and Provision of Medicaid-related Translation

These service contracts braid together requirements and funds from multiple sources including the County, W. K. Kellogg Foundation and Medicaid Administration (Federal Share). The braided service contracts shall be authorized up to the amounts identified below for the period October 1, 2011 through September 30, 2012:

- Allen Neighborhood Center \$115,487
- NorthWest Initiative \$115,487
- Carefree Medical Clinic \$10,800
- South Lansing Community Development Association \$24,952
- South Side Community Coalition \$103,086
- Capital Area Community Services \$4,000
- Child Abuse Prevention Services \$52,250
- Catholic Charities St. Vincent Home \$128,250
- Cristo Rey \$61,750
- Family and Community Development Services \$105,000
- Greater Lansing African American Health Institute \$103,086
- School Community Health Alliance of Michigan \$539,006

BE IT FURTHER RESOLVED, that the Health Officer, Dean Sienko, MD, and John Jacobs, Chief Financial Officer of the Health Department, are authorized to submit the 2011-2012 CPBC grant documents electronically through the Mi-E Grants system.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2012 Budget upon its adoption in order to implement this Resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign contracts, subcontracts and lease agreements associated with the CPBC agreement after review by the County Attorney.

**MEMORANDUM**

TO: Human Services Committee

FROM: Dean G. Sienko, M.D., M.S. Health Officer

DATE: September 2, 2011

RE: Amendment to Resolution Authorizing the use of the 4D Medtipster Rx Discount Card

In Resolution #11-254, the Board of Commissioners endorsed the use the 4D Medtipster Rx Discount Card by the Capital Area Prescription Program. This card provides access to pharmacy, dental and vision discounts for clients who have no other coverage.

The resolution as passed also authorized the use of the Health Department logo on the card. It was our intent to ask the Board to authorize the use of the *Ingham County logo* on the card.

The Ingham Health Plan logo will appear on the card. The addition of the County logo will add credibility to the card and will represent the partnership between Ingham County and Ingham Health Plan as they provide services to County residents.

I request that Resolution #11-254 be amended to state that the Board authorizes use of the Ingham County logo on the 4D Medtipster Rx Discount Card.

c: Debra Brinson, w/attachment  
John Jacobs, w/attachment  
Barbara Mastin, w/attachment  
Jayson Welter, w/attachment  
Community Health Center Board of Directors  
File

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AMENDING RESOLUTION #11-254 AND AUTHORIZING THE USE OF THE COUNTY LOGO ON THE MEDTIPSTER RX DISCOUNT CARD**

WHEREAS, the Ingham Health Plan has operated the Capital Area Prescription Program through 4D Pharmacy, Inc. since 1998; and

WHEREAS, the Board of Commissioners endorsed the use of the new 4D Medtipster Rx Discount Card by the Program in Resolution #11-254; and

WHEREAS, this new card provides access to an expanded set of health benefits including dental and vision supplies; and

WHEREAS, Resolution #11-254 as passed also authorized the use of the Health Department logo on the card; and

WHEREAS, the Ingham Health Plan and the Capital Area Prescription Program would prefer to use the Ingham County logo on the card; and

WHEREAS, the Health Officer recommends that the addition of the County logo will add credibility to the card and will represent the partnership between Ingham County and Ingham Health Plan as they provide services to County residents.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #11-254 and authorizes the use of the Ingham County logo on the Medtipster Rx Discount Card.

## MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Dean G. Sienko, M.D., M.S., Health Officer

Date: September 7, 2011

Subject: Resolution to Authorize the Renewal of a Lease Agreement for the Healthy Smiles Dental Center at 2815 S. Pennsylvania Ave., Suite 203, Lansing, MI 48910

This is a recommendation to authorize a renewal of the lease with Vlahakis Commercial Property Management, LLC for approximately 2,319 square feet of space in the Lansing Medical Office Center for use as the Healthy Smiles Dental Center. Per Resolution 07-285, the Ingham County Health Department (ICHHD) has an existing lease that expired December 31, 2010. The renewal of this lease was delayed due to negotiations in the monthly rate and the replacement of carpeting throughout the facility.

This amendment will renew the lease for three years commencing January 1, 2011 and terminating December 31, 2013.

The base monthly rent will increase by 1.0% each year. Utilities will increase as well but remain below current market rates. The annual rent and utility cost for the above base term will be as follows:

1/1/11 to 12/31/11	\$12.73/sq. ft.	\$2,459.35/mo. + \$370.95/mo. for utilities
1/1/12 to 12/31/12	\$12.85/sq. ft.	\$2,483.94/mo. + \$386.93/mo. for utilities
1/1/13 to 12/31/13	\$12.98/sq. ft.	\$2,508.78/mo. + \$402.90/mo. for utilities

The Ingham County Community Health Center Board has reviewed the operations of the County's Healthy Smiles Dental Center and recommends that the Ingham County Board of Commissioners authorize a lease agreement that maintains pediatric dental services through the 2815 S. Pennsylvania, Suite 203, Lansing, Michigan delivery site.

The Health Officer also recommends that the Ingham County Board of Commissioners authorize a lease agreement for 2,319 square feet of clinical space located at 2815 S. Pennsylvania, Lansing, Michigan with Vlahakis Commercial Property Management, LLC through December 31, 2013.

c: Debra A. Brinson, w/attachment  
John Jacobs, w/attachment  
Barbara Watts Mastin, w/attachment  
Jayson Welter, w/attachment  
File, w/ attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO RENEW A LEASE AGREEMENT FOR THE HEALTHY SMILES DENTAL CENTER AT 2815 S. PENNSYLVANIA AVE., SUITE 203, LANSING MI**

WHEREAS, Ingham County has occupied space at 2815 S. Pennsylvania Ave., Suite 203, Lansing, Michigan since January 1, 2001, to house the Healthy Smiles Dental Health Center; and

WHEREAS, the current lease agreement expired on December 31, 2010, and has a five year option to renew; and

WHEREAS, the Health Department has notified Vlahakis Commercial Property Management, LLC that it is exercising the option to continue a lease agreement for a three year period; and

WHEREAS, Vlahakis has proposed a rental rate and conditions that are reasonable and competitive; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the lease agreement for space in the Lansing Medical Office Center building at 2815 S. Pennsylvania Ave., Suite 203, Lansing, Michigan 48910.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a lease agreement with Vlahakis Commercial Property Management, LLC for approximately 2,319 square feet of space in the Lansing Medical Office Center for use as a pediatric dental center.

BE IT FURTHER RESOLVED, that the period of the lease agreement shall be January 1, 2011 through December 31, 2013.

BE IT FURTHER RESOLVED, that the annual rent and utility cost for the above base term will be as follows:

1/1/11 to 12/31/11	\$12.73/sq. ft.	\$2,459.35/mo. + \$370.95/mo. for utilities
1/1/12 to 12/31/12	\$12.85/sq. ft.	\$2,483.94/mo. + \$386.93/mo. for utilities
1/1/13 to 12/31/13	\$12.98/sq. ft.	\$2,508.78/mo. + \$402.90/mo. for utilities

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

## MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Dean G. Sienko, M.D., M.S., Health Officer

Date: September 7, 2011

Subject: Authorization to Approve No Cost Agreement with Sparrow Laboratories for Phlebotomy Services

As a Federally Qualified Health Center, the Ingham County Health Department Community Health Center Network (ICHD CHCN) is required to provide diagnostic laboratory services either on-site or through a referral arrangement. The ICHD CHCN believes patients will be best served if these services are provided on-site creating continuity of care and efficiency of services.

Through County Purchasing, the ICHD CHCN posted a request for proposals for onsite phlebotomy; two agencies responded. An evaluation team scored each proposal and recommended Sparrow Laboratories (Sparrow) as they will provide the necessary services. Most importantly, Sparrow will provide the ICHD CHCN with a Laboratory Director, which is required of every Health Department in Michigan, effective October 1, 2011.

In addition to providing a Laboratory Director, Sparrow will also staff a phlebotomist to receive orders, collect, process and prepare samples, Monday through Friday, 40 hours per week. Sparrow will provide all supplies, materials, equipment and furniture required to collect and process specimens and provide a computer terminal and printer for transmission/receiving of test results. Sparrow will also provide a bi-directional interface to the ICHD CHCN's Electronic Health Record.

The Ingham County Community Health Center Board has reviewed the evaluation team's recommendations and recommends that the Ingham County Board of Commissioners authorize the contract between the Ingham County Health Department and Sparrow Laboratories.

For the stated reasons, the Health Officer recommends that the Board of Commissioners approve the attached resolution to contract with Sparrow Laboratories.

c: Debra Brinson, w/ attachment  
Barbara Watts Mastin, w/attachment  
John Jacobs, w/ attachment  
File, w/ attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE INGHAM COUNTY HEALTH DEPARTMENT TO ENTER INTO A NO COST AGREEMENT WITH SPARROW LABORATORIES**

WHEREAS, as a Federally Qualified Health Center, the Ingham County Health Department Community Health Center Network (ICHD CHCN) is required to provide diagnostic laboratory services either on-site or through a referral arrangement; and

WHEREAS, the ICHD CHCN believes patients will be best served if these services are provided on-site creating continuity of care and efficiency of services; and

WHEREAS, through County Purchasing, the ICHD CHCN posted a request for proposals for onsite phlebotomy and two agencies responded; and

WHEREAS, the Deputy Health Officer of the ICHD CHCN recommends using Sparrow Laboratories (Sparrow) as they will provide the necessary services at no cost to the ICHD CHCN; and

WHEREAS, most importantly, Sparrow will provide the ICHD CHCN with a Laboratory Director; and

WHEREAS, a Laboratory Director is required of every Health Department in Michigan and Sparrow's proposal fulfills this requirement; and

WHEREAS, in addition to providing a Laboratory Director, Sparrow will also staff a phlebotomist to receive orders, collect, process and prepare samples, Monday through Friday, 40 hours per week; and

WHEREAS, Sparrow will provide all supplies, materials, equipment and furniture required to collect and process specimens and provide a computer terminal and printer for transmission/receiving of test results; and

WHEREAS, Sparrow will also provide a bi-directional interface to the ICHD CHCN's Electronic Health Record; and

WHEREAS, Sparrow will lease space at 5303 S. Cedar St., Lansing in order to perform work necessary under the Scope of Work, and that lease will be a part of the Agreement for Services; and

WHEREAS, the ICHD Community Health Center Board recommends the approval of the no cost agreement with Sparrow Laboratories; and

WHEREAS, the Health Officer recommends that the Board of Commissioners approve the no cost agreement with Sparrow Laboratories.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the execution of a No Cost Agreement between the Ingham County Health Department and Sparrow Laboratories for the aforementioned services.

BE IT FURTHER RESOLVED, that the agreement shall be for a 3-year period with an option to renew for an additional 2-years, effective October 1, 2011.

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



## MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Dean Sienko, M.D., Health Officer

Date: September 7, 2011

Subject: Resolution to Authorize Administrative Support Services Agreements with Michigan Nonprofit Corporations Operating Health Benefit Programs for Low-Income, Uninsured Persons

This is a recommendation to authorize agreements with nonprofit corporations in Michigan communities to provide assistance in the operation of health benefit plans for low-income, uninsured persons. The Ingham County Health Department has provided administrative support services to the Ingham Health Plan Corporation since its formation in 1998. It currently provides similar services to 14 other community non-profit corporations. The specific set of services to be provided to each corporation will be unique, but will likely include: Outreach and Enrollment, Customer Service, Development and Maintenance of a Provider Network, Adjudication and Payment of Claims, Case Management Services, and Program Management Services.

The revenue from these agreements is included in the Department's 2012 budget request.

The County currently has Administrative Services contracts with:

Barry-Eaton Health Plan Corporation  
Berrien Health Plan Corporation  
Branch Hillsdale St. Joseph Health Plan Corporation (Branch/Hillsdale/St. Joseph)  
Branch Hillsdale St. Joseph Health Plan d/b/a/ Lenawee Health Plan  
Calhoun Health Plan Corporation  
Grand Traverse Health Clinic & Coalition (Grand Traverse/Benzie/Leelanau)  
Ingham Health Plan Corporation  
Ingham Health Plan Corporation d/b/a/ Ionia Health Plan  
Ingham Health Plan Corporation d/b/a Livingston Health Plan  
Ingham Health Plan Corporation d/b/a/ Mid-Michigan Health Plan (Gratiot/Clinton/Montcalm)  
Jackson Health Plan Corporation  
Kalamazoo County Health Plan Corporation  
Medical Access Program Pharmacy Program (Delta /Menominee Pharmacy Program)  
Monroe County Health Plan Corporation  
Washtenaw Health Plan Corporation

The attached resolution will authorize new agreements, or authorize amendments to extend existing agreements, for the administrative support services with the community health plans. The period of the agreements, or amendments, will be October 1, 2011 through September 30, 2012. These agreements will automatically renew at the end of the term unless either party provides notice otherwise.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the agreements/amendments.

Attachment

c: Debra A. Brinson, w/attachments  
Jayson Welter, Policy and Compliance, w/attachments  
John Jacobs, w/attachments  
File, w/attachments

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ADMINISTRATIVE SUPPORT SERVICES AGREEMENTS WITH COUNTY HEALTH PLANS**

WHEREAS, the Ingham County Health Department has provided administrative support services to the Ingham Health Plan Corporation since its creation in May 1998; and

WHEREAS, the Health Department currently contracts to provide services to 14 other county/regional health plans; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the administrative support services agreements.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes administrative support services agreements with community-based corporations planning and operating health benefit programs for low-income, uninsured persons.

BE IT FURTHER RESOLVED, that the authorization shall provide the execution of new agreements for the period October 1, 2011 through September 30, 2012, and the agreements will automatically renew at the end of the term unless either party provides notice otherwise.

BE IT FURTHER RESOLVED, that Ingham County shall make available through the Ingham County Health Department the following types of services: Outreach and Enrollment, Customer Service, Development and Maintenance of a Provider Network, Adjudication and Payment of Claims, Case Management Services and Program Management Services, among other services negotiated with the individual health plans.

BE IT FURTHER RESOLVED, that compensation from the health plans shall fully compensate Ingham County for the cost of the services provided.

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

### Agenda Item 3

To: Human Services and Finance Committees  
From: Jared Cypher, Assistant Deputy Controller  
Re: Agreement with the Capital Area Transportation Authority  
Date: September 1, 2011

The Ingham County Special Transportation Millage was reauthorized at 48/100 (.48) of one mill, \$.48 per thousand dollars of state taxable valuation for a period of five years (2011-2015) in the August 3, 2010 election.

This resolution authorizes the second amendment to the agreement with the Capital Area Transportation Authority (CATA) for the time period of January 1, 2011 through December 31, 2015; specifically the scope of services which will be effective from October 1, 2011 through September 30, 2012. Under the agreement, CATA will continue to utilize special transportation millage funds to provide CATA Rural Services (CRS), providing a minimum of 79 hours per day of service to the residents of Ingham County who reside outside of the boundaries of the urbanized area, as well as operate service for persons with disabilities, known as CATA Spec-Tran.

For the period October 1, 2011 through September 30, 2012 the County will reimburse CATA as set forth in the attached Scope of Services. The amount to be reimbursed will not exceed the amount of millage funds available. A maximum of \$2,590,451 will be used to pay the actual expenses of operating, administering and marketing Spec-Tran. A maximum of \$625,000 of the funds will be used to pay for the actual expenses of operating, administering and marketing CATA Rural Services.

The amount of \$108,436 will be retained by the County for the operation of a vehicle used to transport area veterans to VA Hospitals in the region in the County's 2012 Fiscal Year.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE SECOND AMENDMENT TO THE AGREEMENT WITH THE  
CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2011 THROUGH  
DECEMBER 31, 2015**

WHEREAS, an agreement was authorized with the Capital Area Transportation Authority for the period ending December 31, 2015; and

WHEREAS, in August 2010, the electorate approved a countywide public transportation millage level of 48/100 (.48) of one mill to be used for the purpose of funding a transportation system to be used primarily by elderly and disabled persons in Ingham County; and

WHEREAS, the Board of Commissioners envisioned that the revenues generated as a result of the millage levy would be turned over to the Capital Area Transportation Authority and be used to provide the transportation service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an amendment to the agreement with the Capital Area Transportation Authority (CATA) which authorizes the County to pay CATA the expenses incurred for providing a public transportation system to be used primarily by elderly and disabled persons in Ingham County from revenue generated as a result of the countywide public transportation millage.

BE IT FURTHER RESOLVED, that for the period October 1, 2011 through September 30, 2012 the County shall reimburse CATA as set forth in the attached Scope of Services.

BE IT FURTHER RESOLVED, the Chairperson of the Board and the County Clerk are hereby authorized to sign the appropriate agreements and documents necessary to implement the above, subject to approval as to form by the County Attorney.

## **EXHIBIT “A”**

### **SCOPE OF SERVICES**

**For October 1, 2011, through September 30, 2012**

CATA shall carry out the following activities with respect to small bus transportation primarily serving elderly and disabled residents of Ingham County:

1. Take all reasonable steps to improve the quality of small bus service primarily serving the elderly and residents with disabilities of Ingham County. CATA shall constantly strive to develop methods to provide such services in more cost efficient ways.
2. Manage and operate the small bus system commonly known as CATA Rural Services (CRS), providing a minimum of 79 hours per day of service to the residents of Ingham County who reside outside of the boundaries of the urbanized area. Service shall be provided in conformity with the requirements of the state and federal grants received for the operation of the service. A maximum of \$625,000 of the funds received under this agreement shall be used to pay for the actual expenses of operating, administering and marketing CATA Rural Services.
3. Continue to operate service for persons with disabilities, known as CATA Spec-Tran, providing at a minimum the level of service in effect on October 1, 1988, to residents of Ingham County who reside within the boundaries of the urbanized area and who further qualify for this specialized service by nature of their mobility-related disabilities. Services shall be provided in conformity with state and federal requirements and grants received for the operation of the service. A maximum of \$2,590,451 of the funds received under this Agreement shall be used to pay the actual expenses of operating, administering and marketing Spec-Tran.
4. The amount of \$108,436 shall be retained by the County for the operation of a vehicle used to transport area veterans to VA Hospitals in the region in the County's 2012 Fiscal Year. CATA has no responsibility for this service and does not participate in its operation or funding.