

CHAIRPERSON  
DALE COPELGE

VICE-CHAIRPERSON  
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM  
VINCE DRAGONETTI

HUMAN SERVICES COMMITTEE  
DEB NOLAN, CHAIR  
TODD TENNIS  
ANDY SCHOR  
BRIAN McGRAIN  
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, DECEMBER 3, 2012 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 [November 19, 2012 Minutes](#)  
Additions to the Agenda  
Limited Public Comment

1. MSU Extension - Resolution to Authorize an Amendment to the Agreement for Michigan State University Extension Services Between Michigan State University and Ingham County Approving the Annual [Work Plan](#) for 2013
2. Health Department
  - a. Resolution to Authorize Dental Service Contracts with Licensed [Dentists](#) for 2013
  - b. Resolution to Authorize Dental Services Agreements at the Ingham County [Jail](#)
  - c. Resolution to Adopt the Schedule of Discounts and [Co-Pay Schedule](#)
  - d. Resolution to Authorize the Reclassification of a Community Health Representative III (Position #601177) to a Community Health [Representative IV](#)
  - e. Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University to Provide Infectious Disease Physician Services Within the Health Department's [HIV Continuum of Care](#) Program
  - f. Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University Funded through the Ryan White Title IV Women, Infants, Children, Youth and Affected Family Members [AIDS Healthcare](#) Program
  - g. Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services in the [Women's Health Center](#)
  - h. Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services at the Ingham County [Jail](#)
3. Controller/Administrator
  - a. Resolution Approving Various [Contracts](#) for the 2013 Budget Year
  - b. Resolution Authorizing the Controller to Make Year End Budget Adjustments and to Amend the [2013 Parks Budget](#)

Announcements  
Public Comment  
Adjournment

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

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

HUMAN SERVICES COMMITTEE  
November 19, 2012  
Minutes

Members Present: Deb Nolan, Todd Tennis, Brian McGrain, Don Vickers and Steve Dougan

Members Absent: Andy Schor

Others Present: Board Chairperson Copedge, John Neilsen, Deb Brinson, Renée Branch Canady, Debbie Edokpolo, Chuck Gray, Garry Rowe, Richard Muniz and others

The meeting was called to order by Chairperson Nolan at 6:31 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the November 5, 2012 Minutes

The November 5, 2012 Minutes were approved as amended:

Page 1, Item: Approval of the November 5, 2012 Minutes, Strike "Township"

Page 1, Item: Limited Public Comment: 2<sup>nd</sup> Paragraph, Change "Listen" to "Listening"

Page 3, Item: 1, Community Agencies, Disclosure: change "that he and Peggy Vaughn-Payne are on the same" to "Peggy Vaughn-Payne is on the", as follows: **Comm. McGrain disclosed Peggy Vaughn-Payne is on the Board of Directors where he works.**

Additions to the Agenda

- 3b. Substitute - Resolution to Authorize an Agreement with the Michigan Public Health Institute (MPHI) to Implement the Michigan Pathways to Better Health Grant
5. Late - Resolution in Support of the Volunteers of America Michigan Operating a Pace Program in the Lansing Area

Limited Public Comment

None.

1. Board of Health - Interviews

The Committee interviewed Garry Rowe for the Board of Health Advisory Board. Chairperson Nolan informed the Committee that Dr. Margaret Byers is not able to attend a meeting until January and Thomas Curtis sits on the Community Health Board and this Board does not allow an individual to sit on two boards. There is 1 vacancy and 1 upcoming vacancy.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. TENNIS, TO APPOINT GARRY ROWE TO THE BOARD OF HEALTH ADVISORY BOARD.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor

(Board Chairperson Copedge arrived at 6:43 pm)

2. Senior Citizens Advisory Board – Interviews

The Committee interviewed Richard Muniz for the Senior Citizens Advisory Board. There is 1 vacancy.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. TENNIS, TO APPOINT RICHARD MUNIZ TO THE SENIOR CITIZENS\_ADVISORY BOARD.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor

The Committee asked if Ms. Bennett would clarify that the Board Chairperson appoints the Senior Citizens Advisory Board applicant as indicated in the summary attached to the Application for Appointment. The Committee noted on the Board of Health summary the appointment is by the Human Services Committee.

Comm. Dougan questioned why the 7<sup>TH</sup> WHEREAS was deleted in Item 3b (substitute). Dr. Branch Canady explained that a template was used and the paragraph does not identify the objectives of this resolution.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. TENNIS, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

3. Health Department

- b. Resolution to Authorize an Agreement with the Michigan Public Health Institute (MPHI) to Implement the Michigan Pathways to Better Health Grant
- c. Resolution to Enter into a Michigan Groundwater Stewardship Program (MGSP) Clean Sweep Program Agreement with the Michigan Department of Agriculture
- d. Resolution to Honor the Ingham Community Health Centers Board of Directors on their Ten Year Anniversary
- e. Resolution Honoring Doris Goodman

4. Facilities - Resolution Authorizing an Amendment to Resolution 12-150 with GAV Associates, Inc. to Write Up Preliminary Construction Documents for Alterations and Renovations at Willow Health Center

5. Resolution in Support of the Volunteers of America Michigan Operating a Pace Program in the Lansing Area

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor

3. Health Department

a. Discussion - Exploration of Space Needs for the Community Health Centers (*No Materials*)

Ms. Brinson provided the Committee with a binder: "2013 Facility Recommendations, a review of the Facility needs of the Ingham Community Health Centers, preparing for the future while meeting the needs now, November 2012. Dr. Branch Canady informed the Committee that the information provided in the binder will be referenced over the next several months. She explained this is a formal step resulting from the informal trip to Jackson.

Chairperson Nolan questioned the renovation expense at the Willow Health Center. Ms. Brinson explained the grant received is specifically for the Willow Health Center and for renovations only. Chairperson Nolan pointed out that these renovations are also a benefit to the landlord. Ms. Brinson stated it does benefit the landlord; nonetheless, the County has leased this space for about 30 years, as well as, other long term leases such as Eastern and Sexton. Comm. Dougan asked how long the lease term is. Ms. Brinson stated the County has leased the Willow property for 30 years with the option to renew every five years. She stated that she does not know what year of the 5 years the County is currently on. She informed the Committee that the language in the lease changed last year which provides the County with more flexibility to terminate the lease upon a 60 day notice. Additionally, if the landlord does not make a reasonable effort to make necessary repairs or improvements the County may do so and the landlord's expense.

Comm. Dougan expressed his concern that the County is paying to improve/renovate a leased space. He then suggested negotiating a discount or zero percent increase over a fixed period of time (multi-years). Comm. Vickers echoed Comm. Dougan. Comm. Chairperson Nolan stated her preference is that the County owns the buildings. Ms. Brinson stated they will look into the suggestions; however, an equitable contract is already in place. Ms. Brinson stated that when investing in leased property the County generally requires a one-year opt-out and options to renew; however, she will look into longer terms and better rates. Comm. Dougan asked if this is a new landlord. Ms. Brinson stated about one year. The Committee discussed the size of the building, renovations and the Willow Health Center rent.

Ms. Brinson stated that over the past year she has been working on the challenge of developing short and long term facility strategies as requested by the Commissioners. She explained contracting with Capital Link which is a group who specifically works with FQHC's and capital development projects and equipment.

Ms. Brinson explained it is necessary to evaluate the space because they are at capacity and the Affordable Care Act (ACA) is on track; therefore, the County needs to prepare for the changes in the health delivery system. She reminded the Committee that because the County is a FQHC it is required to provide primary care services, amongst others services, to all individuals who come through the door.

Ms. Brinson explained that Ingham County is one of three FQHC's in the State of Michigan and that status requires a co-applicant Board made up of 51% users. Ms. Brinson overviewed the benefits of 340 (b) funding along with the 330 (e) and 330 (h) grants and enhanced reimbursement. She highlighted the advantages of the FQHC look alike and disadvantage if there becomes too many competing look alikes.

Ms. Brinson described the Ingham Community Health Center users and visits, Medicaid eligible individuals, underserved areas by zip code and the medically underserved designation. She expressed her concern that operations are at full capacity and adding providers and support staff is limited because of the lack of space. She noted most facilities have been in the same locations for about 10 years and the floor plans are outdated for the new requirements. In addition, the Capital Link report suggests mainstreaming equipment and furniture to make the facilities more vibrant.

Ms. Brinson reminded the Committee that the Affordable Care Act (ACA) will take effect in less than a year from today, and there will be 30,000 individuals who become Medicaid eligible. She discussed how the County can compete and acquire more patients summarizing health care reform, community partners, and strategically utilizing resources to make sure everyone has access to health care.

Ms. Brinson stated that the hospitals are going through major changes because of the ACA. The ACA requires a change in the way health care is delivered, for example, hospitals will be charged for readmits. She anticipates that hospitals will start to lose revenue and as a result will start to see Medicaid patients. However, for the first time ever uninsured patients will allow the hospitals to get paid. She explained the declining General Medical Education (GME) funding which is used to train residents and reminded the Committee that DSH payments are also declining and more than likely will expire by 2019.

Comm. Vickers asked if the County will be competing for Medicaid patients and is it the goal of the County to compete with private physicians. Ms. Brinson stated it is a matter of retaining Medicaid patients in order to generate revenue because if the number of patients decline so does the revenue subsequently it will be necessary to offset the delivery of care with General Funds. Ms. Brinson stated that Comm. Vickers has a legitimate question because the County will be competing with Sparrow, for example, Sparrow is building new practices throughout the community and they will start to see Medicaid patients.

Ms. Brinson explained that she and Dr. Branch Canady have been working on a community-wide initiative to provide expertise to various needs of the population that may not be of interest to the Sparrow Hospital or the private sector. She further explained the need to keep a balance of insured patients to offset the uninsured, as well as, reimbursement. Comm. Vickers asked if Sparrow is eligible for the enhanced reimbursement. Ms. Brinson answered no. Comm. Tennis expressed his concern that the County remains competitive with other providers and appeals to high reimbursement patients to avoid using general funds. Comm. McGrain expressed concern that there is capacity to compete. Comm. Vickers asked if extended hours are being considered. Ms. Brinson answered yes but again more space is needed. Ms. Brinson emphasized that the Medicaid patients need to be maintained or increase to avoid using General Funds and to maintain quality services and employees.

Ms. Brinson informed the Committee that there have been conversations to collaborate with Sparrow, McLaren and Carefree to provide certain services that may not be their specialty. She noted that conversations with Cristo Rey resulted in the Catholic Diocese not wanting to partner with the County plus they are working on restructuring.

Ms. Brinson stated it is important to understand where the patients come from pointing out the information in the packet. Comm. McGrain asked if there is a correlation of where the buildings are located and care. Ms. Brinson answered yes; however she is not suggesting moving out of an area rather adding a location.

Ms. Brinson reviewed the utilization data. She overviewed the new patient wait time, average visit, and scheduled follow up care. Dr. Branch Canady noted that the wait is unacceptable for patients and new patients. Ms. Brinson explained that the focus is not volume rather creating a patient center medical home relationship. She overviewed the MPCA, number of childless individuals in Ingham County who will become Medicaid eligible and potential revenue from this group.

Ms. Brinson informed the Committee that come January all doctors will receive the Medicare rate over the next two years; however, it is questionable if that level will remain beyond the two years. Comm. Vickers asked if that is also the Medicaid rate. Ms. Brinson answered yes right now. Comm. Vickers asked if other providers will receive the same rate for Medicaid patients. Ms. Brinson answered yes.

(Comm. Dougan left at 7:36 pm)

Ms. Brinson reviewed that last year they contracted with Capital Link to provide the County with a feasibility study, market assessment and short term recommendations and summarized the following:

The feasibility study focused on the Medicaid and Medicare population, payor mix and service area. She pointed out the payor mix noting it is better than most FQHC's in the state nonetheless there is room for expansion. The feasibility study recommendation is to consolidate multiple buildings in one zip code into one building. She provided examples.

The market assessment compared the County's saturation points to Eaton, Clinton and Livingston Counties. She noted that Eaton County was looking at becoming a FQHC. The assessment also indicates the centers are in good locations with good opportunity for growth.

The short term recommendations are combining pediatrics, women's care and dental to one site, facility expansion, and expand school based care.

(Board Chairperson Copedge left at 7:42 pm)

The Committee discussed current, potential and co-locations, working with the Land Bank, owning versus leasing, in addition to, community partnerships.

The Committee agreed that the Health Department should move forward investigating the need for space as well as partnerships. Ms. Brinson noted that they will be working closely with Mr. Cypher and Mr. Terrill on their space needs.

(Comm. McGrain left at 7:55 pm)

Dr. Branch Canady requested the Commissioners input of who will be helpful, including constituents, when creating the property planning committee.

Announcements

Dr. Branch Canady informed the Committee that Dr. Sienko asked her to pass along his regards to the Commissioners.

Public Comment

None.

The meeting adjourned at approximately 7:58 p.m.

Respectfully submitted,

Julie Buckmaster



## DECEMBER 3, 2012 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

### ACTION ITEMS:

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

1. *MSU Extension - Resolution to Authorize an Amendment to the Agreement for Michigan State University Extension Services Between Michigan State University and Ingham County Approving the Annual Work Plan For 2013*

This resolution authorizes the annual Work Plan that includes a county assessment of \$186,469 with MSU Extension for the period of January 1, 2013 through December 31, 2013 for delivery of Extension services and education. Funds for the assessment are included in the 2013 budget. For 2013, the assessment includes an additional 4-H Program Coordinator position. This position was previously a county funded position that was folded into the assessment as part of the 2013 budget process and resolution 12-309.

2a. *Health Department - Resolution to Authorize Dental Service Contracts with Licensed Dentists For 2013*

This resolution authorizes dental services contracts for the Health Department's Ingham Community Health Centers for 2013. The Health Department has \$160,711 budgeted for contractual dentists to provide oral health services at the Healthy Smiles Dental Center and the Adult Health Center for 2013. **The resolution provides for a 3% increase in the hourly rate from \$54.66 to \$56.30 for calendar year 2013 for the contractual dentists. This increase conflicts with the County's policy on cost increases for service related contracts.**

2b. *Health Department - Resolution to Authorize Dental Services Agreements at the Ingham County Jail*

This resolution authorizes dental services agreements at the Ingham County Jail. The Health Department's 2013 budget includes \$18,000 to purchase oral health services using contractual dentists to serve the inmates of the Ingham County Jail. The proposed rate of compensation is \$70 per hour, which is a continuation of 2009 - 2012 rates. Contractual dentists at the Ingham County Jail are paid a higher hourly rate than other dentists because they operate without a dental assistant.

2c. *Health Department - Resolution to Adopt the Schedule of Discounts and Co-Pay Schedule*

This resolution approves, effective January 1, 2013, a schedule of fees or payments in the Health Department's community health centers for the provision of services consistent with locally prevailing rates or charges, which is designed to cover its reasonable costs of operation. The health center must also prepare a corresponding schedule of discounts to be applied to the payment of such fees or payments and apply discounts on the basis of the patient's ability to pay. The schedule of discounts must assure that no patient will be denied health care services due to an individual's inability to pay for such services. The schedule of discounts shall provide for a full discount to individuals and families with annual incomes at or below those set forth in the most recent CSA Poverty Income Guidelines (45 CFR 1060.2) and must not include a discount to individuals and families with annual incomes greater than twice those set forth in such Guidelines, except that nominal fees for services may be collected from individuals with annual incomes at or below such levels where imposition of such fees is consistent with project goals.

*2d. Health Department - Resolution to Authorize the Reclassification of a Community Health Representative III (Position #601177) to a Community Health Representative IV*

This resolution reclassifies a Community Health Representative III (CHR III) position, UAW/E Position #601177 to a Community Health Representative IV (CHR IV), UAW/F. This reclassification will allow for the coordination of activities for the Sealant Program between the schools and the Health Department's Community Health Centers. This position will coordinate the schedule for the Sealant Program, conduct billing, follow-up with billing, collect and process permission slips, and follow-up and document Sealant Program PA 161 activity to the State of Michigan. This reclassification has been discussed with Human Resources and the UAW TOPS union and both parties concur. As part of the 2012-13 Public Health Services Comprehensive Agreement with MDCH, the Health Department was awarded \$20,000 to provide expanded oral health services. These funds are not currently included in the 2013 Budget. Cost to implement this reclassification is approximately \$2,773. The Public Health Services Comprehensive Agreement for 2012-13 will cover these increased costs. This is a filled position and the reclassification will be effective December 17, 2012.

*2e. Health Department - Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University to Provide Infectious Disease Physician Services Within The Health Department's HIV Continuum Of Care Program*

This resolution authorizes an Infectious Disease Physician agreement with the College of Osteopathic Medicine at Michigan State University to provide a 0.4 full-time equivalent Infectious Disease Physician. The agreement with MSU COM for infectious disease physician services will be for the period of January 1, 2013 through December 31, 2015. Ingham County shall pay MSU COM a 1% increase over the 2012 rate of \$89,154 for a total of \$90,046 from January 1, 2013 through December 31, 2013. Ingham County shall then provide a 1% increase per year for the following two years, \$90,946 for Calendar Year 2014 and \$91,856 for Calendar Year 2015.

*2f. Health Department - Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University funded through the Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare Program*

This resolution authorizes an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University to provide a 0.2 full-time equivalent Infectious Disease Physician. The agreement with MSU COM for infectious disease physician services will be for the period of January 1, 2013 through December 31, 2015. Ingham County shall pay MSU COM up to \$45,023 from January 1, 2013 through December 31, 2013. Ingham County shall then provide a 1% increase per year for the following two years, for up to \$45,473 for Calendar Year 2014 and \$45,928 for Calendar Year 2015.

*2g. Health Department - Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services in the Women's Health Center*

This resolution authorizes an agreement with the Michigan State University College of Nursing for 0.30 FTE of Nurse Practitioner Services at Women's Health, for the period of January 1, 2013 through December 31, 2015 at the rates identified below:

- 2013 - \$40,710 (1% increase from 2012)
- 2014 - \$41,321 (1.5% increase from 2013)
- 2015 - \$41,940 (1.5% increase from 2014)

**The resolution provides for a 1.5% increases in the yearly rate in 2014 and 2015. This increase conflicts with the County's policy on cost increases for service related contracts.**

*2h. Health Department - Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Nurse Practitioner Services at the Ingham County Jail*

This resolution authorizes an agreement with the Michigan State University College of Nursing for 1.0 FTE of Nurse Practitioner services at the Ingham County Jail for the period of January 1, 2013 through December 31, 2015 at the rates identified below:

- 2013- \$135,699 (1.0% increase from 2012)
- 2014 - \$137,735 (1.5% increase from 2013)
- 2015 - \$139,801 (1.5% increase from 2014)

**The resolution provides for a 1.5% increases in the yearly rate in 2014 and 2015. This increase conflicts with the County's policy on cost increases for service related contracts.**

*3a. Controller/Administrator – Resolution Approving Various Contracts for the 2013 Budget Year*

This resolution will approve the attached list of contracts for the 2013 budget year. The list consists only of contracts that are included in the 2013 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees. Please see the attached memorandum for further details.

*3b. Controller/Administrator - Resolution Authorizing the Controller to Make Year End Budget Adjustments and to Amend the 2013 Parks Budget*

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2012 Budget. One notable adjustment that will be necessary is an increase in the general fund appropriation to the Community Health Center Network Fund (511). This fund is currently projecting a deficit of approximately \$800,000. A sufficient surplus is projected in the Health Fund (221) to cover this shortfall. This resolution will authorize any necessary adjustments in general fund appropriation between the two funds.

**MEMORANDUM**

To: Human Services and Finance Committees

From: Don Lehman, MSU Extension District 8 Coordinator

Date: November 20, 2012

Subject: Resolution to Authorize an Agreement for Michigan State University Extension Services between Michigan State University and Ingham County

There have been agreements between MSU and Michigan counties for nearly a century. For fiscal year 2013, MSUE is providing a standard base agreement with each county. The base agreement will specify access to the full range of Extension's statewide programs offered by the four Extension programming institutes, and sets each county's share of the cost of maintaining the network of Extension Educators.

For the period January 1, 2013 to December 31, 2013, the County shall pay to MSUE \$186,469, which is the cost of the assessment plus any additional personnel costs. The Assessment Fee for Ingham County consists of the standard assessment amount of \$115,269 and \$71,200 for additional personnel, as described in Section A. Payment will be made the first month of each quarter of the county fiscal year.

DL/lg  
Enclosures

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT FOR MICHIGAN STATE UNIVERSITY EXTENSION SERVICES BETWEEN MICHIGAN STATE UNIVERSITY AND INGHAM COUNTY APPROVING THE ANNUAL WORK PLAN FOR 2013**

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.

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 \$186,469 with MSU Extension for the period of January 1, 2013 through December 31, 2013 for delivery of Extension services and education.

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

**EXHIBIT A: Annual Work Plan (Ingham, 2013)**

A. Specific Contributions by MSUE:

1. At least 1.0 FTE extension educator whose primary office of operation will be the county Extension office included in assessment.
2. .8 FTE additional extension educator (Horticulture) at \$71,200 (FTE \* rate).
3. 1.5 FTE 4-H program coordinator(s) included in assessment whose primary office of operation will be the county Extension office.
  1. No additional 4-H program coordinators/other paraprofessional at \_\_\_\_\_ (FTE \* rate).
  2. Administrative oversight included in annual assessment.
  3. Access to extension educators with expertise in each of the MSUE Institutes included in annual assessment.
  4. 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.
  5. 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 have access to 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.
3. Operating expenses for the office and Personnel.
4. The Assessment Fee of \$115,269 and \$71,200 for additional personnel, as described above in Section A.

C. Assessment to County:

For the period January 1, 2013, to December 31, 2013, the County shall pay to MSUE \$186,469 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 CANR Budget and Finance, 210 Ag Hall, Michigan State University, East Lansing, MI 48824.

**MICHIGAN STATE UNIVERSITY**

By: \_\_\_\_\_

Daniel T. Evon, Director,  
Contract & Grant Administration

Its: \_\_\_\_\_

Date: \_\_\_\_\_

**INGHAM COUNTY**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

## MEMORANDUM

TO: Human Services Committee  
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 19, 2012

SUBJECT: Recommendation to Authorize 2013 Dental Service Contracts

This is a recommendation to authorize dental services contracts for the Health Department's Ingham Community Health Centers for 2013. The Health Department has \$160,711 budgeted for contractual dentists to provide oral health services at the Healthy Smiles Dental Center and the Adult Health Center for 2013. This is a slight increase from the 2012 budgeted amount.

Qualified dentists are essential to ensure the delivery of high quality pediatric and adult oral health services within the Health Department's Ingham Community Health Centers. These services provide needed revenue. To maintain both services and meet revenue projections each year, the Ingham Community Health Centers must competitively recruit and retain contractual dentists.

Recruiting and retaining qualified dentists continues to be a challenge as the 2012 hourly rate of \$54.66, or \$113,693 per year, was far below what other contractual dentists who worked for Federally Qualified Health Centers (FQHCs) throughout Michigan were paid. The Michigan Primary Care Association's 2012 Compensation and Benefits Survey indicates that the average annual base salary of a dentist in a Michigan community health center is \$116,536. The Ingham County Health Department's 2011 Managerial Salary for a dentist was \$78,756 - \$94,530 (\$54.90 - \$65.90 per hour), which is well below average.

I recommend a 3% increase in the hourly rate from \$54.66 to \$56.30 for calendar year 2013 for the contractual dentists. With a 3% rate increase, the contracts will not exceed the budgeted amount of \$160,711 for 2013. This rate increase will be taken into consideration when the provider compensation study is conducted by Human Resources.

The attached resolution will authorize contracts with licensed dentists at the rate of \$56.30 per hour. The Health Department will manage contractual hours to stay within the total budgeted amount for contractual dentists. The County Attorney will prepare contracts that require the dentist to maintain professional liability insurance consistent with County policies. I recommend that the Board approve the attached resolution.

### Attachment

c: Debra Brinson, w/attachment  
John Jacobs, w/attachment  
Barbara Mastin, w/attachment  
Jonathon MacGown, w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE DENTAL SERVICE CONTRACTS  
WITH LICENSED DENTISTS FOR 2013**

WHEREAS, Ingham County's Ingham Community Health Centers operates two dental health centers and uses a mix of employed and contracted dentists to provide dental services; and

WHEREAS, the Health Department's 2013 Budget includes \$160,711 for contractual dentists; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize dental services contracts with licensed dentists for the period of January 1, 2013 through December 31, 2013, at the rate of \$56.30 per hour.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes dental services contracts with licensed dentists for the period of January 1, 2013 through December 31, 2013.

BE IT FURTHER RESOLVED, that the dentists shall be paid at the rate of \$56.30 per hour, with total expenditures not to exceed \$160,711.

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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 19, 2012

RE: Resolution to Authorize Dental Services Agreements for the Ingham County Jail

Ingham County provides on-site dental services to inmates of the jail by using contractual dentists. This is an essential health care service, which Ingham County is required to provide.

The Health Department's 2013 budget includes \$18,000 to purchase oral health services using contractual dentists to serve the inmates of the Ingham County Jail. The proposed rate of compensation is \$70 per hour, which is a continuation of 2009 - 2012 rates. Contractual dentists at the Ingham County Jail are paid a higher hourly rate than other dentists because they operate without a dental assistant.

I recommend that the Ingham County Board of Commissioners authorize professional services agreements with dentists to provide oral health services to inmates of the Ingham County Jail for the period of January 1, 2013 through December 31, 2013.

### Attachment

c: Debra Brinson, w/attachment  
John Jacobs, w/attachment  
Barbara Mastin, w/attachment  
Jonathon MacGown, w/attachment  
Kathy Cole, w/attachment  
Greg Harless, w/attachment  
Joel Maatman, w/ attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE DENTAL SERVICES AGREEMENTS AT THE  
INGHAM COUNTY JAIL**

WHEREAS, Ingham County provides dental services to individuals incarcerated within the Ingham County Jail; and

WHEREAS, the Health Department coordinates medical and dental services provided to inmates of the Ingham County Jail; and

WHEREAS, the Health Department utilizes professional services agreements to obtain the professional services of dentists to serve inmates of the Ingham County Jail; and

WHEREAS, the Health Department's 2013 Budget includes \$18,000 for the purpose of contracting with dentists; and

WHEREAS, the rate of pay rate for contracting with dentists has remained the same since 2009; and

WHEREAS, the Health Officer has recommended that professional services contracts be authorized with dentists to serve inmates of the Ingham County Jail.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes professional services agreements with dentists to serve individuals incarcerated at the Ingham County Jail.

BE IT FURTHER RESOLVED, that the agreements shall compensate dentists at the rate of \$70 per hour for services not to exceed a total of \$18,000.

BE IT FURTHER RESOLVED, that the period of the professional services agreements shall be January 1, 2013 through December 31, 2013.

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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 28, 2012

RE: Recommendation to Adopt the Proposed Schedule of Discounts and Co-Pay Schedule

As a Health Center Program Grantee under section 330e of the Public Health Services Act and a Title X (Family Planning) program grantee, the Health Department's Ingham Community Health Centers are required to adhere to Section 330 of the Public Health Services Act. Section 330(k)(3)(G) of the Public Health Services Act and 42 CFR Part 51c(303) require health centers to prepare and maintain a schedule of fees or payments for the provision of services consistent with locally prevailing rates or charges, which is designed to cover its reasonable costs of operation. The health center must also prepare a corresponding schedule of discounts to be applied to the payment of such fees or payments and apply discounts on the basis of the patient's ability to pay. The schedule of discounts must assure that no patient will be denied health care services due to an individual's inability to pay for such services. The schedule of discounts shall provide for a full discount to individuals and families with annual incomes at or below those set forth in the most recent CSA Poverty Income Guidelines (45 CFR 1060.2) and must not include a discount to individuals and families with annual incomes greater than twice those set forth in such Guidelines, except that nominal fees for services may be collected from individuals with annual incomes at or below such levels where imposition of such fees is consistent with project goals. Consistent with the policy (per Resolution #11-311) of the Health Department's Ingham Community Health Centers Board of Directors and the Board of Commissioners, no one will be denied service nor will anyone be turned over to a collection agency for non-payment.

The Federal Poverty Level is established yearly by the Department of Health and Human Services. Attached is the recommended Schedule of Discounts and Co-Pay Schedule for patients of the Health Department's Ingham Community Health Centers based on the current Federal Poverty Level. Consistent with the Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale (approved in Resolution #11-311), the co-pays have been raised to be consistent with locally prevailing rates or changes and to cover the reasonable costs of health center operations.

The Community Health Center's Board of Directors, as the co-applicant board, reviewed and recommends the adoption of the Schedule of Discounts and Co-Pay Schedule for patients of the Health Department's Ingham Community Health Centers.

I recommend that the Board of Commissioners adopt the attached resolution and attached Schedule of Discounts and Co-Pay Schedule.

## Attachment

c: Debra Brinson, w/attachment  
John Jacobs, w/attachment  
Barbara Mastin, w/attachment  
Lynn Kiter, w/attachment  
Jonathon MacGown, w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ADOPT THE SCHEDULE OF DISCOUNTS AND CO-PAY SCHEDULE**

WHEREAS, in March 2009, the Health Department became a Health Center Program Grantee under section 330 of the Public Health Services Act; and

WHEREAS, as a Health Center Program Grantee and a Title X, Family Planning, program, the Health Department's Ingham Community Health Centers are required to maintain a fee schedule and apply discounts to patients with incomes under 200% of the Federal Poverty Level; and

WHEREAS, the Health Department's Community Health Centers has proposed a discount and co-pay schedule based on the Federal Poverty Level for 2013; and

WHEREAS, the proposed Schedule of Discounts and Co-Pay Schedule is consistent with the Explanation of Fee Schedule Establishment and Schedule of Discounts Rationale (approved in Resolution #11-311); and

WHEREAS, the proposed document includes increased costs to the co-pays to be consistent with locally prevailing rates or changes and to cover the reasonable costs of health center operations; and

WHEREAS, the Community Health Center's Board of Directors, as the Board of Commissioners' co-applicant board, has reviewed and recommends the adoption of the proposed Schedule of Discounts and Co-Pay Schedule for patients of the Health Department's Ingham Community Health Centers; and

WHEREAS, the Health Officer has also recommends the adoption of the document.

THEREFORE BE IT RESOLVED, that the Board of Commissioners adopts the attached Schedule of Discounts and Co-Pay Schedule for patients of the Health Department's Ingham Community Health Centers, effective January 1, 2013.

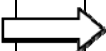
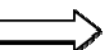
# Ingham Community Health Centers Schedule of Discounts and Co-Pay Schedule



Discounts and co-pays are based on the total fee for each time you are seen at Ingham Community Health Centers.

Patients who are minors are not charged a co-pay for SBHC & confidential services.

Homeless Mobile Unit Patients are not charged a co-pay

You are eligible for 							
FQHC Program	SBHCs and Homeless Mobile	FQHC A	FQHC B	FQHC C	FQHC D	FQHC E	Full Pay
Federal Poverty Levels	0-100%	0-100%	101-125%	126-150%	151-175%	176-200%	201%+
Criteria	<ul style="list-style-type: none"> <li>Applied for Discount</li> <li>Income is between 0% and 100% of FPL</li> <li>Approved</li> </ul>	<ul style="list-style-type: none"> <li>Applied for Discount</li> <li>Income is between 0% and 100% of FPL</li> <li>Approved</li> </ul>	<ul style="list-style-type: none"> <li>Applied for Discount</li> <li>Income is between 101% and 125% of FPL</li> <li>Approved</li> </ul>	<ul style="list-style-type: none"> <li>Applied for Discount</li> <li>Income is between 126% and 150% of FPL</li> <li>Approved</li> </ul>	<ul style="list-style-type: none"> <li>Applied for Discount</li> <li>Income is between 151% and 175% of FPL</li> <li>Approved</li> </ul>	<ul style="list-style-type: none"> <li>Applied for Discount</li> <li>Income is between 176% and 200% of FPL</li> <li>Approved</li> </ul>	<ul style="list-style-type: none"> <li>Did not apply/qualify for discount</li> <li>Discount expired, has not reapplied</li> </ul>
<b>FQHC Charge</b>	NA	\$20	\$30	\$40	\$50	\$60	Full Charges
You are eligible for 							
<b>Title X (FP) Program:</b>	<b>FP A</b>	<b>FP B</b>	<b>FP C</b>	<b>FP D</b>	<b>Full Pay</b>		
Federal Poverty Levels	0-100%	101-150%	151-200%	201-250%	251% +		
<b>Title X Charge</b>	N/A	25% of Charges	50% of Charges	75% of Charges	100% of Charges		
<b>IHP B Eligibility</b>	<b>FQHC A</b>	<b>FQHC B</b>	<b>FQHC C</b>	<b>FQHC D</b>	<b>FQHC E</b>	<b>Full Pay</b>	
Federal Poverty Levels	0-100%	101-125%	126-150%	151-175%	176-200%	201%+	
<b>IHP Copay</b>	<b>\$5</b>	<b>\$5</b>	<b>\$5</b>	<b>\$5</b>	<b>\$5</b>	Not Eligible	

## MEMORANDUM

TO: Human Services Committee  
County Services Committee  
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 16, 2012

RE: Recommendation to Authorize the Reclassification of a Community Health Representative III Position in the Dental Clinics to a Community Health Representative IV

This is a recommendation to reclassify the Community Health Representative III (CHR III) position, UAW/E Position #601177 to a Community Health Representative IV (CHR IV), UAW/F. This reclassification will allow for the coordination of activities for the Sealant Program between the schools and the Health Department's Community Health Centers. This position will coordinate the schedule for the Sealant Program, conduct billing, follow-up with billing, collect and process permission slips, and follow-up and document Sealant Program PA 161 activity to the State of Michigan.

This reclassification has been discussed with Human Resources and the UAW TOPS union and both parties concur.

As part of the 2012-13 Public Health Services Comprehensive Agreement with MDCH, the Health Department was awarded \$20,000 to provide expanded oral health services. These funds are not currently included in the 2013 Budget. Cost to implement this reclassification is approximately \$2,773. The Public Health Services Comprehensive Agreement for 2012-13 will cover these increased costs.

I recommend that the Board of Commissioner approve the attached resolution and authorize the reclassification of Position #601177 from a Community Health Representative III to a Community Health Representative IV.

c: Debra Brinson, w/attachment  
Barb Mastin, w/attachment  
John Jacobs, w/attachment  
Jonathon MacGown, w/attachment  
Cheryl Gildner, w/attachment  
Travis Parsons, w/attachment  
Chuck Gray, w/attachment

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE RECLASSIFICATION OF A COMMUNITY HEALTH REPRESENTATIVE III (POSITION #601177) TO A COMMUNITY HEALTH REPRESENTATIVE IV**

WHEREAS, as part of the 2012-13 Public Health Services Comprehensive Agreement authorized in Resolution #12-311, the Health Department was awarded \$20,000 to provide expanded oral health services; and

WHEREAS, these funds are not currently included in the Health Department's 2013 Budget; and

WHEREAS, the Health Department recommends the reclassification of Position #601177 from a Community Health Representative III (CHR III) position (UAW/E) to a Community Health Representative IV (CHR IV) UAW/F; and

WHEREAS, this reclassification will allow for the coordination of activities for the Sealant Program between the schools and the Health Department's Ingham Community Health Centers; and

WHEREAS, this position will coordinate the schedule for the Sealant Program, conduct billing, follow-up with billing, collect and process permission slips, and follow-up and document Sealant Program PA 161 activity to the State of Michigan; and

WHEREAS, the cost to reclassify Position #601177 from a CHR III to a CHR IV will be approximately \$2,773; and

WHEREAS, the 2012-13 Public Health Services Comprehensive Agreement will cover these increased costs; and

WHEREAS, this reclassification has been discussed and is supported by Human Resources and the UAW; and

WHEREAS, the Health Officer recommends that the Board of Commissioner authorize the reclassification of Position #601177 from a Community Health Representative III to a Community Health Representative IV.

THEREFORE BE IT RESOVED, that the Board of Commissioners authorizes the reclassification of Position #601177 from a Community Health Representative III UAW/E to a Community Health Representative IV UAW/F.

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

BE IT FURTHER RESOLVED, that the reclassification will become effective on December 17, 2012.

**MEMORANDUM**

TO: Human Services Committee  
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 19, 2012

RE: Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University

This is a resolution to authorize an Infectious Disease Physician agreement with the College of Osteopathic Medicine at Michigan State University. The Health Department operates an HIV Continuum of Care Program within its Cedar Community Health Center to ensure access to primary and specialty medical care for individuals with HIV/AIDS. The Health Department receives funding through the Michigan Department of Community Health's HIV Continuum of Care Program in the amount of \$275,000 to ensure the provision of ambulatory HIV/AIDS services.

To provide high quality medical care to people with HIV/AIDS, the Health Department requires a 0.4 full-time equivalent Infectious Disease Physician. Since establishing its HIV Continuum of Care Program, the Health Department has contracted with Michigan State University College of Osteopathic Medicine (MSU COM) for these services. MSU COM provides a faculty member of the College who is Board Certified in Internal Medicine with a specialty in infectious disease and the only physician trained in HIV/AIDS care.

The Community Health Center's Board of Directors has reviewed and supports this request.

I recommend that the Board of Commissioners authorize an agreement with MSU COM for infectious disease physician services for the period of January 1, 2013 through December 31, 2015. Ingham County shall pay MSU COM a 1% increase over the 2012 rate of \$89,154 for a total of \$90,046 from January 1, 2013 through December 31, 2013. Ingham County shall then provide a 1% increase per year for the following two years, \$90,946 for Calendar Year 2014 and \$91,856 for Calendar Year 2015.

Attachment

c: Debra Brinson, w/attachment  
John Jacobs, w/attachment  
Barbara Mastin, w/attachment  
Jonathon MacGown, w/attachment



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN INFECTIOUS DISEASE PHYSICIAN AGREEMENT WITH  
THE COLLEGE OF OSTEOPATHIC MEDICINE AT MICHIGAN STATE UNIVERSITY  
TO PROVIDE INFECTIOUS DISEASE PHYSICIAN SERVICES WITHIN THE  
HEALTH DEPARTMENT'S HIV CONTINUUM OF CARE PROGRAM**

WHEREAS, the Health Department operates an HIV Continuum of Care Program within its Cedar Community Health Center; and

WHEREAS, the Health Department's HIV Continuum of Care Program ensures access to primary and specialty medical care for individuals with HIV/AIDS; and

WHEREAS, the Health Department receives external funding through the Michigan Department of Community Health's HIV Continuum of Care program in the amount of \$275,000 to ensure the provision of ambulatory HIV/AIDS services; and

WHEREAS, the Health Department requires a 0.4 full-time equivalent infectious disease physician to provide high quality medical care to those with HIV/AIDS; and

WHEREAS, the County has contracted with Michigan State University College of Osteopathic Medicine (MSU COM) for these services since establishing its HIV Continuum of Care Program as authorized in resolution #08-323; and

WHEREAS, the Community Health Center's Board of Directors has reviewed and supports this agreement; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize an agreement with MSU COM for infectious disease physician services for the period of January 1, 2013 through December 31, 2015.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with Michigan State University College of Osteopathic Medicine for a 0.40 full-time equivalent infectious disease physician, to provide infectious disease physician services within the Health Department's HIV Continuum of Care Program, who shall be a faculty member of the College and board certified in internal medicine with a subspecialty in infectious disease.

BE IT FURTHER RESOLVED, that the period of the agreement shall be January 1, 2013 through December 31, 2015.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2013 through December 31, 2013, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$90,046.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2014 through December 31, 2014, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$90,946.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2015 through December 31, 2015, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$91,856.

BE IT FURTHER RESOLVED, that 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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 19, 2012

RE: Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University funded through the Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare Program

This resolution authorizes an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University. The Health Department operates a Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare program grant. The Health Department receives funding through the Health Resources and Services Administration in the amount of \$499,974 to operate this program.

To successfully meet the requirements of this grant, the Health Department's Community Health Centers require a 0.2 full-time equivalent Infectious Disease Physician. The Health Department has contracted with Michigan State University College of Osteopathic Medicine (MSU COM) for infectious disease physician services. The funding from the Ryan White grant will enable the Health Department's CHC to expand services to include women, infants, children youth, and affected family members. MSU COM will provide a faculty member of the College who is Board Certified in Internal Medicine with a specialty in infectious disease and the only physician trained in HIV/AIDS care.

The Community Health Center's Board of Directors has reviewed and supports.

I recommend that the Board of Commissioners authorize an agreement with MSU COM for infectious disease physician services for the period of January 1, 2013 through December 31, 2015. Ingham County shall pay MSU COM up to \$45,023 from January 1, 2013 through December 31, 2013. Ingham County shall then provide a 1% increase per year for the following two years, for up to \$45,473 for Calendar Year 2014 and \$45,928 for Calendar Year 2015.

Attachment

c: Debra Brinson, w/attachment  
John Jacobs, w/attachment  
Barbara Mastin, w/attachment  
Jonathon MacGown, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN INFECTIOUS DISEASE PHYSICIAN AGREEMENT WITH THE COLLEGE OF OSTEOPATHIC MEDICINE AT MICHIGAN STATE UNIVERSITY FUNDED THROUGH THE RYAN WHITE TITLE IV WOMEN, INFANTS, CHILDREN, YOUTH AND AFFECTED FAMILY MEMBERS AIDS HEALTHCARE PROGRAM**

WHEREAS, the Health Department's Community Health Centers operates a Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare program grant; and

WHEREAS, Ingham County receives funding through the Health Resources and Services Administration in the amount of \$499,974 to operate this program; and

WHEREAS, to successfully meet the requirements of this grant, the Health Department's Community Health Centers will require a 0.2 full-time equivalent Infectious Disease Physician; and

WHEREAS, the Health Department has contracted with Michigan State University's College of Osteopathic Medicine (MSU COM) for infectious disease physician; and

WHEREAS, the funding from the Ryan White grant will enable the Health Department's CHC to expand services to include women, infants, children youth, and affected family members; and

WHEREAS, MSU COM will provide a faculty member of the College who is Board Certified in Internal Medicine with a specialty in infectious disease; and

WHEREAS, the Community Health Center's Board of Directors has reviewed and supports this agreement; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with MSU COM for infectious disease physician services for the period of January 1, 2013 through December 31, 2015; and

WHEREAS, Ingham County shall pay MSU COM up to \$45,023 from January 1, 2013 through December 31, 2013; and

WHEREAS, Ingham County shall then provide a 1% increase per year for the following two years, for up to \$45,473 for Calendar Year 2014 and \$45,928 for Calendar Year 2015.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with Michigan State University College of Osteopathic Medicine for a 0.20 full-time equivalent infectious disease physician, to provide infectious disease physician services to meet the requirements of the Ryan White Title IV Women, Infants, Children Youth and Affected Family Members AIDS Healthcare program grant.

BE IT FURTHER RESOLVED, MSU COM will provide a faculty member of the College who is Board Certified in Internal Medicine with a specialty in infectious disease and the only physician trained in HIV/AIDS care.

BE IT FURTHER RESOLVED, that the period of the agreement shall be January 1, 2013 through December 31, 2015.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2013 through December 31, 2013, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$45,023.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2014 through December 31, 2014, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$45,473.

BE IT FURTHER RESOLVED, that for the period commencing January 1, 2015 through December 31, 2015, Ingham County shall pay Michigan State University College of Osteopathic Medicine an amount not to exceed \$45,928.

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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 26, 2012

RE: Resolution to Authorize an Agreement with Michigan State University's  
College of Nursing for Nurse Practitioner Services at the Women's Health Center

Attached is a resolution to authorize an agreement with Michigan State University's College of Nursing (MSU CON) for 0.30 FTE Nurse Practitioner Services at Women's Health. The Health Department has contracted with the MSU CON for the provision of Nurse Practitioner services within Women's Health since 2010. The current agreement expires December 31, 2012.

Throughout this partnership, MSU CON has provided high quality services to patients of Women's Health. The need to continue this agreement remains. MSU CON and the Health Department have agreed to the following rates for 0.30 FTE Nurse Practitioner services at Women's Health:

- 2013 - \$40,710 (1% increase from 2012)
- 2014 - \$41,321 (1.5% increase from 2013)
- 2015 - \$41,940 (1.5% increase from 2014)

The health care services provided by Nurse Practitioners like other providers are billed to Medicaid, the Ingham Health Plan and other health insurers enabling the Department to attain its revenue goals.

The Community Health Center's Board of Directors supports the agreement with MSU CON for 0.30 FTE Nurse Practitioner services at Women's Health at the rates previously identified.

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with Michigan State University's College of Nursing for 0.30 FTE of Nurse Practitioner Services at Women's Health, for the period of January 1, 2013 through December 31, 2015 at the rates identified above.

c: Debra Brinson w/attachment  
John Jacobs, w/attachment  
Barb Mastin, w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN STATE UNIVERSITY  
COLLEGE OF NURSING FOR NURSE PRACTITIONER SERVICES IN THE  
WOMEN'S HEALTH CENTER**

WHEREAS, the Health Department has contracted with the Michigan State University College of Nursing (MSU CON) for Nurse Practitioner services at the Women's Health Center since January 1, 2011; and

WHEREAS, the need for Nurse Practitioner services at the Women's Health Center continues; and

WHEREAS, the health care services provided by Nurse Practitioners enable the Department to attain its revenue goals; and

WHEREAS, the Health Department advises that the quality of services provided by MSU CON's Nurse Practitioners is very good; and

WHEREAS, the Community Health Center's Board of Directors supports an agreement with MSU CON for 0.30 FTE Nurse Practitioner services at the Women's Health Center; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes on of an agreement with the Michigan State University College of Nursing for 0.30 FTE of Nurse Practitioner services in the Women's Health Center for the period of January 1, 2013 through December 31, 2015 at the following rates:

- January 1, 2013 through December 31, 2013 - \$40,710
- January 1, 2014 through December 31, 2014 - \$41,321
- January 1, 2015 through December 31, 2015 - \$41,940

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with the Michigan State University College of Nursing for 0.30 FTE of Nurse Practitioner services at the Women's Health Center for the period of January 1, 2013 through December 31, 2015 at the following rates:

- January 1, 2013 through December 31, 2013 - \$40,710
- January 1, 2014 through December 31, 2014 - \$41,321
- January 1, 2015 through December 31, 2015 - \$41,940

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: Renée Branch Canady, PhD, MPA, Health Officer

DATE: November 26, 2012

RE: Resolution to Authorize an Agreement with Michigan State University's  
College of Nursing for Nurse Practitioner Services at the Ingham County Jail

Attached is a resolution to authorize an agreement with Michigan State University's College of Nursing (MSU CON) for 1.0 FTE Nurse Practitioner Services at the Ingham County Jail. The Health Department has contracted with the MSU CON for the provision of 40 hours per week of Nurse Practitioner services in the Health Department's Correctional Health Services unit since January 2007. The current agreement expires December 31, 2012.

Throughout this partnership, MSU CON has provided high quality services to inmates of the Jail and has assisted in reducing costs associated with the provision of medical care. MSU CON and the Health Department have agreed to the following rates for Nurse Practitioner services at the Ingham County Jail:

- 2013- \$135,699 (1.0% increase from 2012)
- 2014 - \$137,735 (1.5% increase from 2013)
- 2015 - \$139,801 (1.5% increase from 2014)

I recommend that the Board of Commissioners adopt the attached resolution and authorize an agreement with Michigan State University's College of Nursing for 1.0 FTE of Nurse Practitioner services at the Ingham County Jail for the period of January 1, 2013 through December 31, 2015 at the rates identified above.

c: Debra Brinson, w/attachment  
John Jacobs, w/attachment  
Barb Mastin, w/attachment



Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH  
THE MICHIGAN STATE UNIVERSITY COLLEGE OF NURSING FOR  
NURSE PRACTITIONER SERVICES AT THE INGHAM COUNTY JAIL**

WHEREAS, the Ingham County Health Department assumed the responsibility for providing and managing medical services to inmates at the Ingham County Jail on January 1, 2007; and

WHEREAS, the Health Department has contracted with the Michigan State University College of Nursing (MSU CON) for Nurse Practitioner services for its Correctional Health Services Unit since January 1, 2007; and

WHEREAS, the need for Nurse Practitioner services at the Ingham County Jail continues; and

WHEREAS, the Health Department advises that the level and quality of services provided by MSU CON's Nurse Practitioners is very good and that these services have assisted the Health Department in reducing costs associated with the provision of medical care to inmates housed within the Jail; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes an agreement with the Michigan State University College of Nursing for 1.0 FTE of Nurse Practitioner services for the period of January 1, 2013 through December 31, 2015 at the following rates:

- January 1, 2013 through December 31, 2013- \$135,699
- January 1, 2014 through December 31, 2014 - \$137,735
- January 1, 2015 through December 31, 2015 - \$139,801

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with the Michigan State University College of Nursing for 1.0 FTE of Nurse Practitioner services for the period of January 1, 2013 through December 31, 2015 at the following rates:

- January 1, 2013 through December 31, 2013- \$135,699
- January 1, 2014 through December 31, 2014 - \$137,735
- January 1, 2015 through December 31, 2015 - \$139,801

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.

DATE: November 19, 2012  
TO: Finance and Liaison Committees  
FROM: Mary A. Lannoye, Controller/Administrator  
RE: Resolution Approving Various Contracts for the 2013 Budget Year

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Commissioners:

This resolution will approve the attached list of contracts for the 2013 budget year. The list consists only of contracts that are included in the 2013 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

In the past, a limited amount of contract renewals have been included in the annual appropriations resolution. With the amendment of the county contract approval process authorized by Resolution 09-095, which reduced the maximum amount allowed for short form authorizations from \$25,000 to \$5,000, it was decided two years ago to expand this list and have the Board of Commissioners consider these contracts as a separate resolution. The liaison committees may decide that there are some contracts included on the list that would better be considered as separate resolutions. Those contracts will be removed from this resolution before the passage by the Board of Commissioners, and will be brought back before the Board as separate resolutions at a later date.

Based on the policy on cost increases for service related contracts authorized by Board Resolution 12-369, expenditure contracts with a 2013 increase of 1% or less are the only ones included in this resolution.

Please contact me if you have any questions.

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2013 BUDGET YEAR**

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

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

WHEREAS, funding for these contracts has been included within the 2013 Adopted Budget, and

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

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

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

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

**HUMAN SERVICES COMMITTEE**

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase over 2012	% Increase over 2012	Funding Source
1	Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	Jan-13	Dec-13	\$ 33,750	\$ 33,750	\$0	0%	General Fund
2	Health Department	Volunteers of America	Homeless Day Center	Oct-11	Sept-12	\$ 30,000	\$ 30,000	\$0	0%	General Fund
3	Health Department	Our Savior Lutheran Church	Food Pantry Operation - 1515 W. Holmes Rd	Oct-11	Sept-12	\$ 7,200	\$ 7,200	\$0	0%	General Fund
<b>TOTALS:</b>						\$ 70,950	\$ 70,950	\$0	0%	

Revenue Contracts

Line #	DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2012 COST	2013 PROJECTED	Proj. Increase over 2012	% Increase over 2012
1	VA	Michigan Veterans Trust Fund	Services Provided for Ingham County Trust Fund	Oct-12	Sep-13	\$ 7,800	\$ 7,800	\$0	0%
2	VA	Clinton County	Services Provided to Clinton County	Jan-13	Dec-13	\$ 45,211	\$ 41,021	-\$4,190	-9%
<b>TOTALS:</b>						\$ 53,011	\$48,821	-\$4,190	-8%

MEMORANDUM

November 20, 2012

TO: County Services, Human Services and Finance Committees

FROM: Teri Morton, Budget Director

RE: Year End Adjustment and Contingency Fund Update

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2012 Budget. The General Fund budget will be adjusted to the amount of \$73,219,108 for the fourth quarter of 2012.

One notable adjustment that will be necessary is an increase in the general fund appropriation to the Community Health Center Network Fund (511). This fund is currently projecting a deficit of approximately \$800,000. A sufficient surplus is projected in the Health Fund (221) to cover this shortfall. This resolution will authorize any necessary adjustments in general fund appropriation between the two funds.

This resolution will also amend the 2013 Parks Department budget by identifying a specific position for elimination. The 2013 adopted budget includes one position to be eliminated from the Parks Department to be identified by December 31, 2012. This delay was recommended by the Controller to allow time for a thorough evaluation of the Parks Department's operation in order to recommend a position elimination that would have the least detrimental impact on the overall services provided by the department. The position number and job title will be provided at the County Service meeting on December 4.

Also included is an update of contingency fund spending so far this year. The current contingency amount is \$157,689. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$449,888.

Should you have any questions or require any additional information, please don't hesitate to contact me.

**2012 CONTINGENCY**

Adopted Contingency Amount	\$494,888
R11-363: Unallocated Community Agency Funding	14,125
R11-398: Emergency Allocation Nat'l Council on Alcoholism	(7,000)
R12-325: MIS Operations Manual	(44,324)
R12-328: 3 <sup>rd</sup> Quarter Adjustment (\$400K Jail Med/\$100K Excess Rev)	(300,000)
<b>Current Contingency Amount</b>	<b>\$157,689</b>

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE CONTROLLER TO MAKE YEAR END  
BUDGET ADJUSTMENTS AND TO AMEND THE 2013 PARKS BUDGET**

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 to make necessary year end transfers to comply with state statute; and

WHEREAS, the Community Health Center Network (CHCN) Fund (511) is projecting a deficit of approximately \$800,000, and the Health Fund (221) has a sufficient surplus to cover the CHCN Fund shortfall; and

WHEREAS, the 2013 Budget as adopted by Resolution 12-353 eliminated a position from the Parks Department budget, to be identified by December 31, 2012; and

WHEREAS, the Controller has evaluated the Parks Department's operation and is now recommending a specific position for elimination.

THEREFORE BE IT RESOLVED, that the Controller 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 2012 Ingham County General Fund budget at \$73,219,108.

BE IT FURTHER RESOLVED, that the Controller is authorized to decrease the general fund appropriation to the Health Fund and increase the general fund appropriation to the Community Health Center Network Fund in order to avoid a deficit in the CHCN fund.

BE IT FURTHER RESOLVED, that Position Number xxxxxx, (-----) is removed from the Position Allocation List effective January 1, 2013.